

The briefing for the Aldermanic Meeting to be held on Tuesday June 17, 2008 will be held at 6:30 pm in the Mayor's Office.

Agenda for the Aldermanic Meeting on Tuesday June 17, 2008 at 7:15 pm in the Aldermanic Chambers is as follows:

C-1 Communication

1-30 Mayor's Orders (attached to the last page of the agenda)

31 Public Works Committee Reports (attached to the last page of the agenda)

32-36 Ordinance Committee Reports (attached to the last page of the agenda)

37 ORDERED THAT the Public Safety Committee meet with the Parks Superintendent to discuss his concerns with vandalism and destruction of property in city parks.

BELAIR

38 BE IT ORDAINED by the Board of Aldermen of the City of Chicopee as follows: that CHAPTER 260, as amended on February 21, 1995, be further amended by ADDING TO the following in schedule:

Parking Regulations

Basil Road

For a distance of 30 feet from the  
Intersection of Burnett Road

McLellan

39 BE IT ORDAINED by the Board of Aldermen of the City of Chicopee as follows: that CHAPTER 260, as amended on February 21, 1995, be further amended by ADDING TO the following in schedule:

Parking Regulation

Sheridan Street

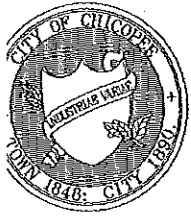
East Side, From Central Avenue  
To Emmet Street

McLellan

ATTEST:



KEITH W. RATTELL, CITY CLERK



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2008 JUN 13 A 9:40

JUNE 17, 2008

ORDERED THAT THE SUM OF SIXTEEN THOUSAND FOUR HUNDRED AND 00/100  
DOLLARS (\$16,400.00) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED  
ACCOUNT:

D.P.W. PARKS SPECIAL ACCOUNT FOR PARKS IMPROVEMENTS  
(ACCT # 14330004-585003)

SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE FOLLOWING NAMED  
ACCOUNTS:

PARKS MAINT. CRAFTSMAN	(ACCT # 14330001-514250)	\$ 3,200.00
D.P.W. MAINT. CRAFTSMAN	(ACCT # 14330001-514270)	5,000.00
HEAD LIFEGUARD	(ACCT # 16300001-514170)	8,200.00
	TOTAL	\$ 16,400.00

Recommended by Michael Brunetti Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Brunetti for passage. Passed through all  
stages by a unanimous roll call vote.

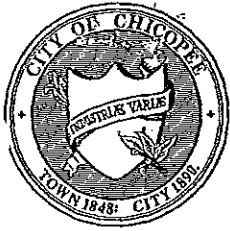
Presented to the Mayor for approval JUN 20 2008 Date

Approved 6/23/08

Returned to City Clerk JUN 23 2008 Date

Attest

May



# CITY OF CHICOPEE

## PARKS AND RECREATION DEPARTMENT



STANLEY J. WALCZAK, C.P.R.P.  
Superintendent

RICHARD G. MACIOLE  
Assistant Superintendent

Honorable Michael D. Bissonnette  
Mayor of Chicopee  
Executive Office  
Chicopee, MA 01013

Re: Transfer of Funds for Park Improvements

Dear Mayor Bissonnette:

The Chicopee Parks and Recreation Department is respectfully requesting a transfer of available funds from the following accounts:

Parks Maint. Craftsman	(Acct.#14330001-514250)	\$ 3,200.
D.P.W. Maint. Craftsman	(Acct.#14330001-514270)	\$ 5,000.
Head Lifeguard	(Acct.#16300001-514170)	\$ 8,200.
<b>Total</b>		<b>\$16,400.</b>

To the following named account, D.P.W. Parks Special Account for Park Improvements (14330004-585003) in the Amount of \$16,400. The monies are needed to address some special park maintenance projects or improvements that need be corrected.

### A. Pool Improvements

#### 1. Lincoln Grove Spray Park – Replacement of Control Box and Activator

The 1992 unit is 16 years old and needs to be replaced so that the Department can properly operate the spray park's water flow and timing elements on the spray features. We have contacted Water Play Inc., the equipment supplier, who will be able to replace the control box with a more current model.

2. Fairview Pool & Comfort Station – The 1962 bathroom dividers on the Women's side of the pool are rotted out and need to be replaced. Additionally, the boys and girls bathroom partitions at the Fairview Park comfort station are in a similar condition of disrepair where Camp Opee operates.

**B. Park Improvements**

1. **Dana and Sarah Jane Park Ball Diamonds** – The Department is planning to upgrade the players benches, protective fencing for the players, and bleachers at these particular fields. With the increase of play at these 2 parks, the improvements will provide better comfort and safety for the players and spectators at the games.

**C. Energy Improvements**

1. **Szot Park Stadium Windows** – This past fall, the Department replaced 5 windows in the locker room areas of the high school football teams to provide better air quality and energy efficiency. The Department is planning to replace five more screened windows primarily for the mens and womens bathroom areas in back of the stadium. These new windows will replace the original 1949 windows which are archaic and inoperable.

In conclusion, the Department thanks you for your past support as we continue to address and renovate various park facilities.

Sincerely,

  
Stanley J. Walczak, CPRP  
Superintendent

CC: Ms. Sharyn Riley, City Auditor  
Mr. William Zaskey, President B.O.A.  
Mr. Stanley Kulig, D.P.W. Supt.

NO. \_\_\_\_\_



CITY OF CHICOPEE  
MASSACHUSETTS

MD-2  
CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:40

JUNE 17, 2008

ORDERED THAT THE SUM OF FIVE HUNDRED AND 00/100 DOLLARS (\$500.00) BE AND  
HEREBY IS APROPRIATED TO THE FOLLOWING ACCOUNT:

RESERVE FOR BOARD OF ALDERMEN SERVICE DEPOSITS  
(ACCT# 24011128-449700)

SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE UNDESIGNATED FUND  
BALANCE "FREE CASH" ACCOUNT.

Recommended by Michael Brannette Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Vieau for passage. Passed through  
all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08

Michael Brannette Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest [Signature]



# City of Chicopee

City Hall - Annex  
274 Front Street  
Chicopee, MA 01013-2882  
Tel.: (413) 594-1435  
Fax: (413) 594-1438

## Board of Aldermen

**William M. Zaskey**  
President

*Alderman Ward 4*

11 Leeds Street  
Chicopee, MA 01013  
(413) 592-5651

June 6, 2008

Mayor Michael Bissonnette  
17 Springfield Street  
Chicopee, MA 01013

Dear Mayor Bissonnette:

I am respectfully requesting an appropriation in the amount of \$500.00 to the Reserve Account (24011128-549700) of the Board of Aldermen. This appropriation is necessary to pay legal advertising fees to *The Republican*. The shortfall has occurred due to the increase in advertising fees as well as postage. The Board is in the process of increasing its filing fees so that this does not occur again.

Thank you in advance for your anticipated cooperation in this matter.

Sincerely,

William M. Zaskey  
President, Board of Aldermen

C: Board of Aldermen  
Sharyn Riley, City Auditor

MB-2

No. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:40

**JUNE 17, 2008**

**ORDERED THAT THE SUM OF THREE THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$3,500.00) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING ACCOUNT:**

**MIS SALARY ACCOUNT FOR OVERTIME  
(ACCT# 11360001-514350)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE UNDESIGNATED FUND  
BALANCE "FREE CASH" ACCOUNT.**

Recommended by *Michael J. Benvenuto* Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen McLellan for passage. Passed through all stages by a unanimous roll call vote.

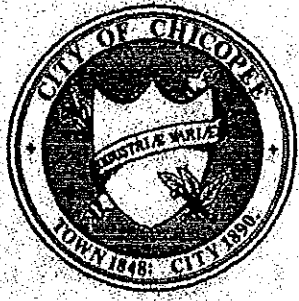
Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/25/08

*Michael J. Benvenuto* Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest *[Signature]*



## *Information Technology Office of the Director*

*To: Honorable Michael D. Bissonnette, Mayor*

*CC: Ms. Sharyn Riley, City Auditor*

*From: Ken Krech, M.Sc., CNE  
Director, Information Technology*

*Date: June 12, 2008*

*Subject: Appropriation request*

*Dear Mayor Bissonnette;*

*I respectfully request an appropriation, in the amount of \$ 3, 500.00, be transferred from Free Cash account to MIS Overtime account ( 11360001-514350 ) in order to cover current deficit and projected overtime through the end of FY08.*

*Thank you for your continued support. If you have any questions, please don't hesitate to call.*

*Sincerely*

*Ken Krech, M.Sc., CNE  
Director, Information Technology*



NO. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

MOH  
CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:41

**JUNE 17, 2008**

**ORDERED THAT THE SUM OF NINE THOUSAND ONE HUNDRED NINETEEN AND 82/100 DOLLARS (\$9,119.82) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED HUMAN RESOURCE SALARY ACCOUNTS:**

DIRECTOR	(ACCT # 11520001-514010)	\$ 535.63
SICK BUY BACK	(ACCT # 11520001-519605)	<u>8,584.19</u>
TOTAL		\$ 9,119.82

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE UNDESIGNATED FUND BALANCE "FREE CASH" ACCOUNT.**

Recommended by Michael Bismonte Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Zygarowski for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/25/08 Michael Bismonte Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest [Signature]

**AUDITING DEPARTMENT  
CITY OF CHICOPEE**

**June 9, 2008**

Sick Buy Back and Vacation Benefits due Mr. Richard Merchant, Emp. #1193  
Director of Human Resources 11520001-514010

On check dated 6-6-08 Mr. Merchant was paid a total of 149.50 hrs. Vacation and 31.50 hrs. Personal Time.

14 hrs. Vacation goes into the next Fiscal Year.

14 hrs. x 38.2594/hr. = \$ 535.63

Sick Balance is 560.92 hrs. divided by 5 times 2 =

224.3680 hrs. x 38.2594 = \$8,584.19 Sick Buy Back

**Total amount needed to be appropriated \$9,119.82**

06/09/2008 11:43  
bpininsk

CITY OF CHICAGO  
EMPLOYEE ACCRUALS REPORT

LOCATION: 1152: HUMAN RESOURCES  
ORG : 11520001: HUMAN RESOURCES SAL

SICK VACATION PERSONAL COMP

1193 MERCHANT, RICHARD ALLEN  
SOY BAL. : 534.64 14.50  
EARNED YTD : 43.77 20.50  
USED YTD : 17.50 35.00  
BALANCE : 560.92 0.00  
LIABILITY : 21,460.33 0.00  
LIMITS : 9,999.99 9,999.99  
RATE : 0.00 0.00

\*\*\*\*\*

11520001 ORGANIZATION TOTALS

EARNED YTD: 43.77 203.00 20.50 0.00  
USED YTD : 17.50 203.00 35.00 0.00  
BALANCE : 560.92 0.00 0.00 0.00  
LIABILITY : 21,460.33 0.00 0.00 0.00

\*\*\*\*\*

1152 LOCATION TOTALS

EARNED YTD: 43.77 203.00 20.50 0.00  
USED YTD : 17.50 203.00 35.00 0.00  
BALANCE : 560.92 0.00 0.00 0.00  
LIABILITY : 21,460.33 0.00 0.00 0.00

\*\*\*\*\*

FINAL TOTALS

EARNED YTD: 43.77 203.00 20.50 0.00  
USED YTD : 17.50 203.00 35.00 0.00  
BALANCE : 560.92 0.00 0.00 0.00  
LIABILITY : 21,460.33 0.00 0.00 0.00

\*\* END OF REPORT - Generated by Barbara Pininski \*\*

As of 6-6-08

(NOTE- Adj. already made for accrual on bal. of vac & per

Sick Bal

1 5  
X 2  
560.92

224,3680 hrs  
X 38,2594/hrs

Sick Buy Back = 8,584.19

NO. \_\_\_\_\_



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:41

JUNE 17, 2008

ORDERED THAT THE SUM OF FIVE HUNDRED FORTY SEVEN AND 00/100 DOLLARS  
(\$547.00) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED ACCOUNT:

COUNCIL ON AGING EXPENSE ACCOUNT FOR CATERING  
(ACCT # 15510002-530010)

SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE COUNCIL ON AGING  
SALARY ACCOUNT FOR PART TIME RECEPTIONIST (ACCT # 15510001-515050).

Recommended by \_\_\_\_\_

*Michael R. Lessner*

Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Moreau for passage. Passed through all  
stages by a unanimous roll call vote.

Presented to the Mayor for approval \_\_\_\_\_

JUN 20 2008

Date

Approved \_\_\_\_\_

*6/20/08*

*Michael R. Lessner*

Mayor

Returned to City Clerk \_\_\_\_\_

JUN 23 2008

Date

Attest \_\_\_\_\_

*[Signature]*

City Clerk

Chicopee Council on Aging  
and Senior Center  
7 Valley View Court  
Chicopee, MA 01020-1132

Telephone 413.534.3698  
T.D.D. 413.533.7333  
FAX 413.534.9046

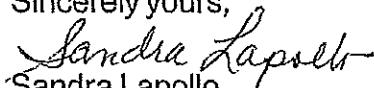
June 11, 2008  
Mayor Michael D. Bissonnette  
City of Chicopee  
City Hall  
Market Square  
Chicopee, MA 01013

Dear Mayor:

At a regular meeting of the Council on Aging held on Tuesday, June 10th, the board voted to request a transfer of \$547 from Part Time Receptionist 15510001 515050 to Catering 15510002 530010 to help defray the cost of the Annual Volunteer Dinner to be held on June 18th.

Should you have any questions regarding this matter, you may reach me at 533.8319, Ext. 2.

Sincerely yours,

  
Sandra Lapollo  
Executive Director

cc: Sharyn Riley, Auditor, City of Chicopee

MO-6

No. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:41

**JUNE 17, 2008**

**ORDERED THAT THE SUM OF TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) BE  
AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED ACCOUNT:**

**SANITATION SPECIAL ACCOUNT FOR DUMPCARE TAKING  
(ACCT # 14320004-643058)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE FOLLOWING NAMED  
SANITATION SALARY ACCOUNTS:**

<b>RECYCLING LABORER (ACCT # 14320001-515200)</b>	<b>\$10,000.00</b>
<b>RECYCLING SMEO (ACCT # 14320001-515240)</b>	<b><u>10,000.00</u></b>
<b>TOTAL</b>	<b>\$20,000.00</b>

Recommended by William Bessmuth Mayor

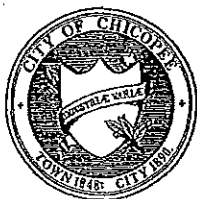
Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Tillotson for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/20/08 William Bessmuth Mayor

Returned to City Clerk JUN 23 2008 Attest [Signature] City Clerk  
Date



# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS

Stanley W. Kulig, P.E.  
Superintendent

### MEMO

TO: Mayor Michael D. Bissonnette

FROM: Stanley W. Kulig

DATE: June 9, 2008

RE: FY 08 DUMP CARETAKING DEFICIT

The Dump Caretaking account (14320004-643058) will be in a small deficit at the end of this fiscal year (FY 2008). The estimated shortfall is as follows:

#### DESCRIPTIONS OF COST

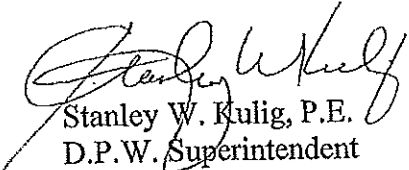
#### ESTIMATED AMOUNT

Landfill disposal (trash)	(June)	\$ 80,000
Yard waste disposal	(June)	\$ 6,000
Condominium trash disposal	(June)	<u>\$ 17,000</u>
TOTAL ESTIMATED		\$103,000
CURRENT BALANCE		<u>\$ 83,000</u>
ESTIMATED DEFICIT		\$ 20,000

I respectfully request that \$20,000 be appropriated to the Dump Caretaking account to cover the projected deficit. The following surplus salaries are available to cover this deficit.

Recycling Laborer	(Acct #14320001-515200)	\$10,000
Recycling SMEO	(Acct# 14320001-515240)	<u>\$10,000</u>
TOTAL		\$20,000

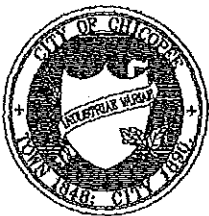
Thank you for your consideration of this request.

  
Stanley W. Kulig, P.E.  
D.P.W. Superintendent

CC: Board of Aldermen  
Sharyn Riley, City Auditor

MO-

NO. \_\_\_\_\_



# CITY OF CHICOPEE

MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2008 JUN 13 A 9:41

JUNE 17, 2008

ORDERED THAT THE SUM OF FORTY THOUSAND AND 00/100 DOLLARS (\$40,000.00) BE  
AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED ACCOUNT:

CENTRAL MAINTENANCE GARAGE SPECIAL ACCOUNT FOR REPAIRS TO  
VEHICLES (ACCT # 14120004-524004)

SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE FOLLOWING NAMED  
ACCOUNTS:

CENTRAL MAINTENANCE GARAGE SALARY ACCOUNT FOR OPERATIONS SERVICE  
MANAGER (ACCT # 14120001-514011) \$10,000.00

UNDESIGNATED FUND BALANCE "FREE CASH" ACCOUNT 30,000.00

TOTAL \$40,000.00

Recommended by Michael A. Krampits Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Krampits for passage. Passed through  
all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08

Michael A. Krampits Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest [Signature] City Clerk





# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS

Stanley W. Kulig, P.E.  
Superintendent

### MEMO

TO: Mayor Michael D. Bissonnette

FROM: Stanley W. Kulig

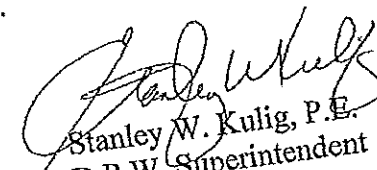
DATE: June 6, 2008

RE: CMG SPECIAL ACCOUNT -- REPAIRS TO VEHICLES

Just last month funds (\$15,000) were transferred into this account, with the hope that the appropriation would last until the end of the fiscal year. However, transmission and engine repairs on two (2) Sanitation vehicles costing almost \$20,000, has prompted this request for additional funding to continue CMG functions.

I respectfully request that \$40,000 be transferred to the DPW/Central Maintenance Garage Special account for Departmental Repairs to Vehicles (14120004-524004). There are available funds in the amount of \$10,000 in the Central Maintenance Garage Operations Service Manager's salary account (14120001-514011) to partially fund this request.

Thank you for your consideration of this request.

  
Stanley W. Kulig, P.E.  
D.P.W. Superintendent

Cc: Board of Aldermen  
Sharyn Riley, City Auditor  
Allen Ryczek, CMG Ops Manager

MO

NO. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 41

**JUNE 17, 2008**

**ORDERED THAT THE SUM OF TWENTY FIVE THOUSAND AND 00/100 DOLLARS  
(\$25,000.00) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED ACCOUNT:**

**WASTEWATER SPECIAL ACCOUNT FOR SHARE TO EMPLOYEES  
MEDICAL INSURANCE (ACCT # 60004414-644020)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE SEWER SURPLUS  
ACCOUNT.**

Recommended by *Michael Bessorelli* Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Belair for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval \_\_\_\_\_ Date \_\_\_\_\_

Approved 6/23/08

*Michael Bessorelli* Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest *[Signature]* City Clerk



# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS



Stanley W. Kulig, P.E.  
Superintendent

Thomas Hamel  
Chief Operator

June 10, 2008

Mayor Michael Bissonnette  
Chicopee City Hall  
17 Springfield Street  
Chicopee, MA. 01013

Re: Wastewater Share of Medical Insurance

Dear Mayor Bissonnette:

Annually the cost of the Wastewater line item for Share to Employee Medical Insurance payments is estimated. In FY 08 increased costs have exceeded the budgetary allocation. Additional funds are needed to complete this fiscal year.

The Board of Sewer Commissioners respectfully requests a transfer of \$25,000.00 to the Wastewater Line Item for Share to Employee Medical Insurance # 60004414-644020 from:

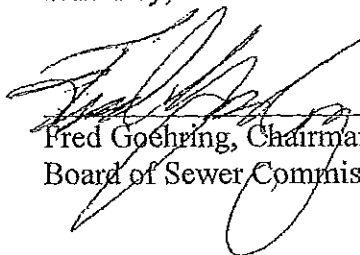
Sewer Fund Balance

Thank you for your consideration of this request.

VOTE:

In Favor 4 Against \_\_\_\_\_

Sincerely,

  
Fred Goehring, Chairman  
Board of Sewer Commissioners

Copy: Sharyn Riley, Auditor  
Stanley Kulig, DPW Supt.

Water Pollution Control

MD-1

No. \_\_\_\_\_



**CITY OF CHICOPEE**  
**MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:41

**JUNE 17, 2008**

**ORDERED THAT THE SUM OF ONE HUNDRED TWENTY FIVE THOUSAND AND 00/100 DOLLARS (\$125,000.00) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED ACCOUNT:**

**WASTEWATER SPECIAL ACCOUNT FOR DRAINAGE  
(ACCT # 60004414-644052)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE SEWER SURPLUS ACCOUNT.**

Recommended by *Michael S. Sossone* Mayor

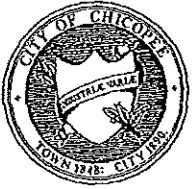
Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Swider for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008 Date

Approved *[Signature]* *[Signature]* Mayor

Returned to City Clerk JUN 23 2008 Date Attest \_\_\_\_\_ City Clerk



# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS



Stanley W. Kulig, P.E.  
Superintendent

June 10, 2008

Thomas Hamel  
Chief Operator

Mayor Michael Bissonnette  
Chicopee City Hall  
17 Springfield Street  
Chicopee, MA 01013

Re: CELD -- Storm Drain/Slope Stabilization Project  
Emergency Repair

Dear Mayor Bissonnette:

During a recent inspection of the CSO/Drainage outfall behind Chicopee Electric Light (CELD), it was found that this outfall has seriously deteriorated from our last inspection. While this project is out to bid, it could be six months to one year before the selected contractor makes final repairs at this location. Permanent repairs are estimated about \$200,000 and temporary repairs are estimated at \$50-\$60,000. It does not seem wise to spend significant amounts of money for a temporary repair only to have the temporary work removed within 12 months. If the present 72 inch clay tile pipe becomes totally blocked, serious flooding in this area can occur.

In order to make permanent emergency repairs the Board of Sewer Commission respectfully requests that funds be transferred as follows:

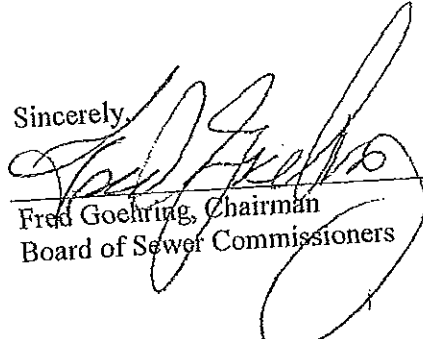
From: Sewer Fund Balance - \$125,000.00

To: WPC Special Account Drainage #60004414-644052 - \$125,000.00

Thank you for your consideration of this request.

Vote: In Favor 4 Against \_\_\_\_\_

Sincerely,

  
Fred Goehring, Chairman  
Board of Sewer Commissioners

Copies: Stanley Kulig, DPW Superintendent  
Sharyn Riley, City Auditor

S:\DATA\WORD97\OFFICE97\SEWCOMM\Mayor 08 CELD Drainage.doc

Water Pollution Control

TEL (413) 594-3585 FAX # (413) 594-3588





**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2008 JUN 13 A 9:41

**JUNE 17, 2008**

**LOAN AUTHORIZATION FOR SEWER ODOR CONTROL SYSTEM**

Recommended by Muhsen Bessanthe Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Krampits for passage. Passed through all stages by a unanimous roll call vote. Aldermen Zaskey, Brooks, Croteau, Tillotson, Zygarowski, Brunetti, Swider, Vieau, Krampits, McLellan, Moreau Demers and Belair present.

Presented to the Mayor for approval JUN 20 2008 Date

Approved 6/23/08

Returned to City Clerk JUN 23 2008 Date

Attest Muhsen Bessanthe  
[Signature]

ORDERED THAT \$2,080,000 IS APPROPRIATED FOR THE PURPOSE OF FINANCING THE CONSTRUCTION OF THE WATER POLLUTION CONTROL FACILITY DEWATERING BUILDING ODOR CONTROL PROJECT INCLUDING WITHOUT LIMITATION ALL COSTS THEREOF AS DEFINED IN SECTION 1 OF CHAPTER 29C OF THE GENERAL LAWS, AS MOST RECENTLY AMENDED BY ST. 1998, C. 78; THAT TO MEET THIS APPROPRIATION THE TREASURER WITH THE APPROVAL OF THE MAYOR IS AUTHORIZED TO BORROW \$1,680,000 AND ISSUE BONDS OR NOTES THEREFORE UNDER CHAPTER 44 OF THE GENERAL LAWS AND/OR CHAPTER 29C OF THE GENERAL LAWS, AS MOST RECENTLY AMENDED BY ST. C. 78; THAT SUCH BONDS OR NOTES SHALL BE GENERAL OBLIGATIONS OF THE CITY UNLESS THE TREASURER WITH THE APPROVAL OF THE MAYOR DETERMINES THAT THEY SHOULD BE ISSUED AS LIMITED OBLIGATIONS AND MAY BE SECURED BY LOCAL SYSTEM REVENUES AS DEFINED IN SECTION 1 OF CHAPTER 29C, AS MOST RECENTLY AMENDED BY ST. 1998, C. 78; THAT THE TREASURER WITH THE APPROVAL OF THE MAYOR IS AUTHORIZED TO BORROW ALL OR A PORTION OF SUCH AMOUNT FROM THE MASSACHUSETTS WATER POLLUTION ABATEMENT TRUST ESTABLISHED PURSUANT TO CHAPTER 29C, AS MOST RECENTLY AMENDED BY ST. 1998, C. 78; AND IN CONNECTION THEREWITH TO ENTER INTO A LOAN AGREEMENT AND/OR A SECURITY AGREEMENT WITH THE TRUST AND OTHERWISE TO CONTRACT WITH THE TRUST AND THE DEPARTMENT OF ENVIRONMENTAL PROTECTION WITH RESPECT TO SUCH LOAN AND FOR ANY FEDERAL OR STATE AID AVAILABLE FOR THE PROJECT OR FOR THE FINANCING THEREOF; THAT THE MAYOR IS AUTHORIZED TO ENTER INTO A PROJECT REGULATORY AGREEMENT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, TO EXPEND ALL FUNDS AVAILABLE FOR THE PROJECT AND TO TAKE ANY OTHER ACTION NECESSARY TO CARRY OUT THE PROJECT.





# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS



Stanley W. Kulig, P.E.  
Superintendent

Thomas Hamel  
Chief Operator

June 10, 2008

Mayor Michael Bissonnette  
City of Chicopee  
17 Springfield Street  
Chicopee, MA 01013

Re: Financing of an Odor Control System  
for the Dewatering Building

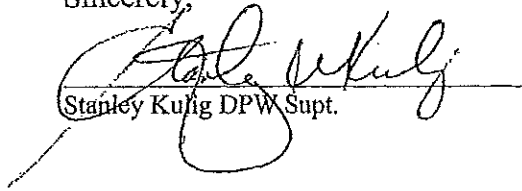
Dear Mayor Bissonnette,

The Sewer Commission previously requested that funding for an odor control scrubber system at the treatment plant be included in the Capital Project finance bonding being reviewed by you and the Capital Planning Committee. Recent discussions with DEP have indicated that the SRF program has more money available than projects and they most likely will grant a low interest loan for this project. In order to take advantage of the favorable interest rates we would like to move ahead with this project at this time while state loan money is still available.

In order to apply for the loan and be eligible for 2009 financing, local bonding authorization must be submitted and approved by the Board of Alderman by June 30, 2008. I have attached a copy of the SRF required language for your review and approval should you desire to move ahead at this time.

Thank you for your consideration of this request.

Sincerely,

  
Stanley Kulig DPW Supt.

Copies: Board of Alderman  
Ernest Laflamme, City Treasurer  
Thomas Hamel, WPC  
Susan Phillips, Law Department  
Sharyn Riley, City Auditor



# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS



Stanley W. Kulig, P.E.  
Superintendent

Thomas Hamel  
Chief Operator

June 10, 2008

Mayor Michael Bissonnette  
City of Chicopee  
17 Springfield Street  
Chicopee, MA 01013

Re: Financing of an Odor Control System  
for the Dewatering Building

Dear Mayor Bissonnette,

As you know the Commission has been making annual investments in the reduction of odors at the treatment facility. Preliminary design has established construction estimates for installation of an odor control scrubber system at \$2.080 Million. Recent conversations with the state indicate that depending on applications low interest loan funding should be available.

The Commission had originally planned to finance this project from the odor control account and the sewer fund balance account but the increased cost rules out that option. Presently the odor control account has \$400,000 dedicated to this project. The Board of Sewer Commissioners respectfully requests an application be submitted for funding through the State Revolving Fund SRF bonding for \$1,680,000. In order to be eligible for 2009 financing local bonding authorization must be made by June 30, 2008.

Thank you for your consideration of this request.

VOTE: In favor 4 Against         

Sincerely,

A handwritten signature in black ink, appearing to read "Fred Goehring".

Fred Goehring, Chairman  
Board of Sewer Commissioners

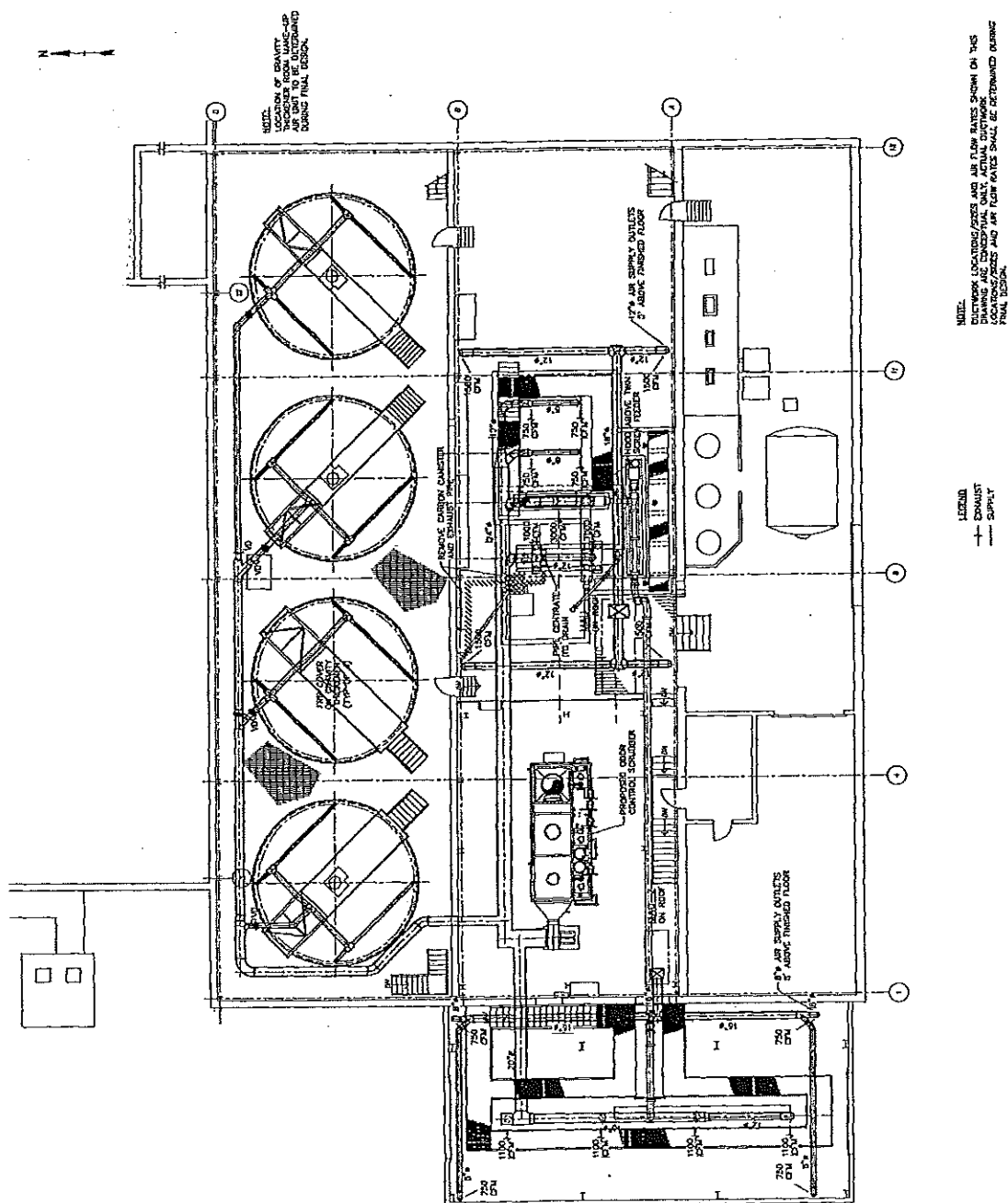
Copies: Ernest Laflamme, City Treasurer  
Stanley Kulig, DPW Superintendent  
Susan Phillips, Law Department  
Sharyn Riley, City Auditor

S:\DATA\WORD97\OFFICE97\LETTERS\City Departments\Mayor 08 Odor Control bonding.DOC

Water Pollution Control

ORDERED THAT \$2,080,000 IS APPROPRIATED FOR THE PURPOSE OF FINANCING THE CONSTRUCTION OF THE WATER POLLUTION CONTROL FACILITY DEWATERING BUILDING ODOR CONTROL PROJECT INCLUDING WITHOUT LIMITATION ALL COSTS THEREOF AS DEFINED IN SECTION 1 OF CHAPTER 29C OF THE GENERAL LAWS, AS MOST RECENTLY AMENDED BY ST. 1998, C. 78; THAT TO MEET THIS APPROPRIATION THE TREASURER WITH THE APPROVAL OF THE MAYOR IS AUTHORIZED TO BORROW \$1,680,000 AND ISSUE BONDS OR NOTES THEREFORE UNDER CHAPTER 44 OF THE GENERAL LAWS AND/OR CHAPTER 29C OF THE GENERAL LAWS, AS MOST RECENTLY AMENDED BY ST. C. 78; THAT SUCH BONDS OR NOTES SHALL BE GENERAL OBLIGATIONS OF THE CITY UNLESS THE TREASURER WITH THE APPROVAL OF THE MAYOR DETERMINES THAT THEY SHOULD BE ISSUED AS LIMITED OBLIGATIONS AND MAY BE SECURED BY LOCAL SYSTEM REVENUES AS DEFINED IN SECTION 1 OF CHAPTER 29C, AS MOST RECENTLY AMENDED BY ST. 1998, C. 78; THAT THE TREASURER WITH THE APPROVAL OF THE MAYOR IS AUTHORIZED TO BORROW ALL OR A PORTION OF SUCH AMOUNT FROM THE MASSACHUSETTS WATER POLLUTION ABATEMENT TRUST ESTABLISHED PURSUANT TO CHAPTER 29C, AS MOST RECENTLY AMENDED BY ST. 1998, C. 78; AND IN CONNECTION THEREWITH TO ENTER INTO A LOAN AGREEMENT AND/OR A SECURITY AGREEMENT WITH THE TRUST AND OTHERWISE TO CONTRACT WITH THE TRUST AND THE DEPARTMENT OF ENVIRONMENTAL PROTECTION WITH RESPECT TO SUCH LOAN AND FOR ANY FEDERAL OR STATE AID AVAILABLE FOR THE PROJECT OR FOR THE FINANCING THEREOF; THAT THE MAYOR IS AUTHORIZED TO ENTER INTO A PROJECT REGULATORY AGREEMENT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, TO EXPEND ALL FUNDS AVAILABLE FOR THE PROJECT AND TO TAKE ANY OTHER ACTION NECESSARY TO CARRY OUT THE PROJECT.

Water Pollution  
Control Facility

[illegible]

**Dewatering Building Odor Control Project  
Chicopee, MA**

**Tighe&Bond**

**Preliminary Cost Estimate for Wet Scrubber in Incinerator Area  
6/2/2008**

Item	Quantity	Units	Unit Cost	Sub-Total	Installation	Total
<b>Demolition</b>						
Demolish Incinerators	1	LS	\$ 270,000	\$ 270,000	\$ -	\$ 270,000
Demolish Grating Platform at Elevation 56.00	1	LS	\$ 25,000	\$ 25,000	\$ -	\$ 25,000
Subtotal - Site Work						\$ 295,000
<b>Concrete</b>						
Pad for Odor Control Unit	1	EA	\$ 2,500	\$ 2,500	\$ -	\$ 2,500
Pad for Fan	1	EA	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
Pads for Hypo and Caustic Tanks	2	EA	\$ 1,000	\$ 2,000	\$ -	\$ 2,000
Concrete Curb around Chemical Tanks	1	LS	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
Subtotal - Concrete						\$ 15,500
<b>Metals, Roofing, and Structural Work</b>						
Stair from Maint. Office to Basement	1	LS	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
Stair from Grav. Thick. Rm. To Basement	1	LS	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
Grating Repairs at Incinerator	225	SF	\$ 100	\$ 22,500	\$ -	\$ 22,500
Structural Roof Reinforcement for MAU	1	LS	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Roof Membrane Repairs	1	LS	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
Roof Deck Repairs above Incinerators	1	LS	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
Misc Items	1	LS	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
Subtotal - Metals						\$ 117,500
<b>Finishes</b>						
Painting	1	LS	\$ 4,000	\$ 4,000	\$ -	\$ 4,000
Chemical Resistant Floor Coating	500	SF	\$ 35	\$ 17,500	\$ -	\$ 17,500
Subtotal - Finishes						\$ 4,000
<b>Equipment</b>						
Odor Control System	1	EA	\$ 295,000	\$ 295,000	\$ 118,000	\$ 413,000
Water Softening System	1	LS	\$ 10,000	\$ 10,000	\$ 4,000	\$ 14,000
Thickener Covers	4	EA	\$ 50,000	\$ 200,000	\$ 80,000	\$ 280,000
1,150 gallon Hypo Tank	1	EA	\$ 8,000	\$ 8,000	\$ 3,200	\$ 11,200
1,150 gallon Caustic Tank (Insulated / heat traced)	1	EA	\$ 10,000	\$ 10,000	\$ 4,000	\$ 14,000
Subtotal - Equipment						\$ 732,200
<b>Mechanical</b>						
Hangers and Supports	1	LS	\$ 17,500	\$ 17,500	\$ -	\$ 17,500
Plant Water Piping to Odor Unit	200	LF	\$ 80	\$ 16,000	\$ -	\$ 16,000
PVC Drain Piping	150	LF	\$ 100	\$ 15,000	\$ -	\$ 15,000
Gas Piping to MAUs	1	LS	\$ 7,500	\$ 7,500	\$ -	\$ 7,500
4" PVC Ductwork	150	LF	\$ 120	\$ 18,000	\$ -	\$ 18,000
8" FRP Ductwork	150	LF	\$ 130	\$ 19,500	\$ -	\$ 19,500
12" FRP Ductwork	380	LF	\$ 140	\$ 53,200	\$ -	\$ 53,200
16" FRP Ductwork	120	LF	\$ 180	\$ 21,600	\$ -	\$ 21,600
20" FRP Ductwork	100	LF	\$ 220	\$ 22,000	\$ -	\$ 22,000
24" FRP Ductwork	100	LF	\$ 260	\$ 26,000	\$ -	\$ 26,000
36" FRP Ductwork	20	LF	\$ 300	\$ 6,000	\$ -	\$ 6,000
Miscellaneous Mechanical	1	LS	\$ 75,000	\$ 50,000	\$ -	\$ 50,000
Make-Up Air Units	2	EA	\$ 18,000	\$ 36,000	\$ -	\$ 36,000
Subtotal - Mechanical						\$ 308,300
<b>Electrical, Controls &amp; Instrumentation</b>						
Electrical	1	LS	\$ 55,000	\$ 55,000	\$ -	\$ 55,000
Subtotal - Electrical only						\$ 55,000
<b>SUMMARY</b>						
Subtotal						\$ 1,527,500
15% General Conditions						\$ 229,125
Anticipated Bid Price						\$ 1,756,625
Change Orders/Contingency (10%)						\$ 175,663
Engineering						\$ 120,000
Ineligible SRF Fees						\$ 25,000
Total Construction Cost						\$ 2,077,288
Say						\$ 2,080,000

## Odor Control Technology Evaluation for Dewatering Building Water Pollution Control Facility Chicopee, MA

To: Tom Hamel, Chicopee WPCF

FROM: Chris Bone, Tighe & Bond  
Todd Brown, Tighe & Bond

COPY:

DATE: August 15, 2007

This report summarizes the study conducted in June and July of 2007 by Tighe & Bond, Inc. to evaluate odor control technologies at the Chicopee Wastewater Treatment Plant (WWTP).

### 1. Design Criteria

#### 1.1 Ventilation Rate

The odor control system will treat odorous air from the following areas:

1. **Dewatering Area** – Air withdrawal will be localized around the twin screw feeder, belt filter press, and centrifuge.
2. **Thickener Room** – The thickener tanks will be equipped with covers and foul air will be withdrawn from four ports in each cover.
3. **Sludge Loading Garage**

A summary of the ventilation rates from each area is included in Table 1-1.

**TABLE 1-1**  
**Ventilation Rates**

Area	Air Flow Rate (cfm)
Belt Filter Press	3,000
Centrifuge	1,480
Twin Screw Feeder	1,680
Thickener Tanks	2,240
Loading Garage	4,400
Total	12,800

#### 1.2 Odorous Sources

Two sampling programs were performed in the Dewatering Building. The first was conducted in 2005 and identified the presence of hydrogen sulfide ( $H_2S$ ) and ethyl mercaptan. The second was conducted in 2007 and detected  $H_2S$  only. All other reduced sulfur compounds responsible for odors (e.g., methyl mercaptans, dimethyl sulfide and dimethyl disulfide) were below the threshold limit of 1 ppmv established for the laboratory analysis. A copy of the laboratory reports for both investigations is included in Appendix A. The results are

summarized in Table 1-2. In addition, real-time OdaLog samplers were installed in the Dewatering Building to monitor changes in  $H_2S$  concentration throughout the day. As shown in Appendix A,  $H_2S$  concentration is generally low, although short duration spikes as high as 50 ppm were observed.

**TABLE 1-2**  
**Summary of Sampling Analyses**

Compound	Max concentration detected (ppm)
Hydrogen Sulfide	2.7
Dimethyl Sulfide	ND
Ethyl Mercaptan	7.6
Methyl Mercaptan	ND
Carbon Disulfide	ND
Dimethyl Disulfide	2.0

The following conclusions were withdrawn:

1.  $H_2S$  is present in low to moderate concentrations.
2. It is speculated that reduced sulfur gases (including mercaptans, dimethyl sulfide, dimethyl disulfide) are principally responsible for odor emissions at the plant. As outlined in Table 1-3, even in concentrations well below the reporting limit of 1 ppmv used during the laboratory analysis, these chemicals can generate noticeable odors.

**TABLE 1-3**  
**Odor Threshold**

Compound	Concentration (ppm)
Dimethyl Disulfide	0.006-0.090
Dimethyl Sulfide	0.001-0.020
Hydrogen Sulfide	0.0005-0.010
Methyl Mercaptan	0.0005-0.008

### 1.3 Performance Criteria

Based on the evaluation of present conditions and the sampling results, we recommend that the odor control system be conservatively sized for the maximum concentrations listed in Table 1-4:

**TABLE 1-4**  
**Performance Criteria**

Compound	Average Inlet Concentration (ppm)
Hydrogen Sulfide	5.0
Dimethyl Sulfide	1.0
Ethyl Mercaptan	3.0
Methyl Mercaptan	1.0
Dimethyl Disulfide	1.0

## **2. Evaluation of Odor Control Technologies**

### **2.1 Available Technologies**

The following technologies were considered for odor control removal:

1. **Carbon adsorption** – This application requires two media layers. The first layer is a high capacity media for H<sub>2</sub>S removal (e.g., Siemens MIDAS®). The second layer is an impregnated media (e.g., Hydrosil HS-600) to remove reduced sulfur compounds. Spent Hydrosil would have to be disposed of as hazardous waste.
2. **Chemical scrubber** – This system is comprised of two to three vertical counter-current scrubbing stages and two to three sumps. Sodium hydroxide (caustic soda) and sodium hypochlorite (bleach) are injected in each stage, forming a strong oxidizer to remove H<sub>2</sub>S and other reduced sulfur compounds. The scrubber would likely be a three-stage unit. A combination of sodium hydroxide and sodium hypochlorite would be added to the first two stages to oxidize odor-causing compounds. Sodium hydroxide would be added to the final stage to eliminate residual chlorine odors.
3. **Biological scrubbers** – This technology was previously rejected in the January 2007 Odor Control Update Report due to the higher capital cost of the bio-scrubber and concerns that a bio-scrubber would be ineffective at removing the relatively low concentrations of H<sub>2</sub>S and the reduced sulfur compounds found in the Dewatering Building.

### **2.2 Manufacturer's Recommendations**

Upon review of the sampling results, the following manufacturers provided recommendations regarding the odor control system. These companies have a strong presence in the odor control business. They offer all technologies discussed above, including chemical scrubbers, carbon adsorbers and biological scrubbers, and claim to be committed to supplying the best available solution for each specific application. Please refer to Appendix B for details on each specific quotation.

1. **Siemens Water Technologies Group** – This supplier recommended a chemical scrubber with three vertical counter-current scrubbing stages and three sumps, with injection of



caustic soda and bleach. The budgetary quote for this equipment is \$265,000, not including chemical storage tanks.

According to Siemens, a carbon system would require frequent and costly media replacement. It is likely that the associated operating costs would be significant because of the presumed high concentrations of reduced sulfur compounds. If Hydrosil, discussed in Subsection 2.1, were used as part of the chemical adsorption system, the estimated media replacement cost could be as high as \$1,000,000 per year. While the manufacture believes that the odor concentrations in Table 1-4 may be conservative, the consensus is that operating costs associated with a carbon system would still be very high.

2. **Duall Division** – This supplier also indicated that a chemical scrubber provides the best overall performance for this application, in that it can adjust to the different contaminants in the air stream. The budgetary quote for this equipment is \$265,000, not including chemical storage tanks.

Further, Duall commented that the design air flow stream of 12,800-cfm is on the high side for carbon systems that work best with low airflow-low contaminant loading rates. Concerns were also raised that humidity in the air stream may be detrimental for the carbon media.

### 3. Conclusions

Based on the recommendations provided by two major manufacturers of odor control systems and on the results of the additional air sampling analyses, it is our opinion that a chemical scrubber is a more appropriate odor control technology for the Dewatering Building than a carbon adsorption system. A chemical scrubber will provide the lowest risk alternative for odor removal and will maintain operating costs at a reasonable level. However, a chemical scrubber will require the storage and metering of sodium hypochlorite and sodium hydroxide, posing additional operational, maintenance, and safety issues in the Dewatering Building.

Based on preliminary dimensional drawings, a chemical scrubbing system would be approximately 28-ft long (including fan), 8-feet wide, and 12-feet tall. The top of the exhaust stack would be another 5-feet higher than the top of the scrubber. This appears to be too large to comfortably fit in the space near the scum well.

Estimated construction costs would be increased as follows to go with a chemical scrubber system in lieu of a carbon system:

Increased cost for chemical scrubber over carbon system:	\$70,000
Heat tracing / insulation on chemical scrubber piping:	\$15,000
Chemical storage facilities:	<u>\$25,000</u>
	\$110,000

**2.1 LITERATURE REVIEW**

Literature available through the Water Environment Federation was reviewed for articles published over the past 5 years relating to use of wet scrubbers and biofilters for odor control at wastewater treatment facilities. The several articles that were reviewed (refer to bibliography) reaffirmed the viability of treating wastewater treatment plant and sludge processing odors with both technologies. Further, they reported that capital and operating costs for biofilters tend to be significantly less than for scrubbers, if sufficient land area is available. Carbon system suppliers were contacted regarding the applicability of dry scrubbers for odor control in Chicopee.

According to the "Biosolids and Residuals Management Fact Sheet" published in 2000 by the EPA, biofilters can obtain removal efficiencies of >98% for H<sub>2</sub>S, >80% for NH<sub>3</sub> and >95% for Odor Units (D/T). This compares favorably to the reported rates for wet scrubbers: >95% for H<sub>2</sub>S, >95% for NH<sub>3</sub>, and <80%-99% for Odor Units (D/T) (EPA, 2000). While dry scrubbers (e.g. carbon adsorption systems) were not addressed in the 2000 EPA document, they are also capable of >98% H<sub>2</sub>S removal based on discussions with carbon system suppliers.

The cost of biofilters is also attractive compared to wet scrubbers. In 1992, the Hoosac Water Quality District in Massachusetts installed a 21,000 CFM biosolids composting facility and expanded the facility in 1997. The capital cost of the facility was \$11.40 per CFM, with annual operating costs of \$2.60 per CFM (Boyette, Epstein and Alix, 2000). This amounted to less than 3% of the facility's capital costs and 7% of the O&M costs. Comparatively, wet scrubbers can result in 30 to 50% of a facility's capital and operating costs (EPA, 2000).

Typical design loading rates for biofilters are 3 to 4 CFM per square foot of media bed, with a bed depth of 3 to 4 feet. These may be stacked vertically, but should allow for regular replacement/maintenance of the media (EPA, 2000).

**2.2 REGULATORY UPDATE**

Tighe & Bond contacted the Massachusetts Department of Environmental Protection, Division of Air Quality in the Western Regional Office to inquire as to the Department's position regarding use of biofilters for odor control at wastewater treatment facilities. The section chief informed us that the Department has no particular concerns over the use of biofilters for odor control. Carbon adsorption systems have also been approved by the Department for many facilities. Further, there have not been any changes in the state's air pollution control regulations that would affect the selection or implementation of either odor control technology.

**1.1 BACKGROUND**

The WWTP is located near the confluence of the Connecticut and Chicopee Rivers in the City of Chicopee. Due to the proximity of residential housing to the plant, there is a history of odor complaints from neighbors. Treatment plant personnel have identified the primary source of odors at the WWTP to be the wastewater sludge thickening, dewatering and handling facilities at the plant. These sludge processes are located inside three adjacent areas: the thickener room, the belt filter press room, and the sludge garage, collectively referred to as the sludge building.

**1.2 SUMMARY OF PRIOR STUDIES****1.2.1 Scrubber Conversion**

Tighe & Bond performed a previous study in February 1996 in which the feasibility of modifying an existing incinerator scrubber and fan system for odor control was evaluated. While technically feasible, the fan and scrubber system were undersized for the volume of air that would need to be treated, and the performance of the modified system could not be predicted reliably. For these reasons, this option was not pursued.

**1.2.2 Technology Evaluation**

Another study was performed in 1998 to evaluate four technologies for: odor removal capability, simplicity of operation, capital cost, and operating cost. These technologies included a two-stage packed bed wet scrubber, a biofilter, a dry scrubber, and a regenerative thermal oxidizer. Ventilation system improvements were also recommended to improve the capture of odorous air within the sludge building.

The 1998 study also included a preliminary investigation at the WWTP to characterize the type and intensity of odor emissions, both on the surrounding properties and at various sources within the WWTP property boundary. This investigation confirmed that the source of most off-site odors is the sludge building. Individual areas within the sludge building contribute to odors including the thickener room, dewatering room and sludge garage.

To improve the control of odorous emissions at the source, Odor Science and Engineering recommended raising the pH of the sludge in the thickeners to above 7 to help keep sulfide in solution and thereby minimize the generation of hydrogen sulfide. The pH must not be raised too high or ammonia odors may result.

Preliminary investigation indicated that the character and intensity of the odors at the Chicopee WWTP are within a range that is treatable by methods that have been demonstrated to be effective at other similar facilities. The technologies considered in

the study are all viable methods for odor destruction from a technical standpoint. The dry scrubber was eliminated from further consideration due to the need to continue the use of chemical additives to maintain low inlet odor concentrations based on the dry scrubber technologies available at that time.

The screening evaluation of the projected annual costs of the candidate technologies indicated that biofiltration is less costly than thermal oxidation or wet scrubbing for odor control. Both capital installation and annual operating expenses are lower for biofilter systems and biofilters offer the advantage of no chemical handling or chemical feed equipment.

Based on the results of the screening cost analysis and on discussions with treatment plant personnel, Tighe & Bond proceeded with the conceptual design and cost estimates for a large biofilter that would treat odorous air from covered thickeners, a reduced area within the dewatering building, and the sludge garage. The total capital cost in 1998 dollars for the ventilation improvements plus the biofilter construction was \$558,000. Adjusted to 2006 dollars (ENR Construction Cost Index 7911/5862), that cost would be \$753,000.

### **1.3. RECENT PLANT IMPROVEMENTS**

Although the City did not proceed with the ventilation improvements or biofilter construction because of prohibitive costs, they replaced one of the filter presses with a centrifuge and installed a progressing cavity pump to pump the dewatered cake to the sludge garage, replacing an open belt conveyor. These projects have significantly reduced the odor generation in the dewatering room.

### **1.4 OBJECTIVE OF CURRENT STUDY**

The City requested this study to consider the improvements that have been made in the dewatering room, consider any changes in available technology or regulatory climate that might change the recommendations made in 1998, and develop a revised odor control plan that could be implemented in phases if bonding for the overall project is not feasible.

identified the problem as follows: "Fresh air, which may be entering the facility through open overhead doors, needs to pass the highly odorous area over the sludge dewatering press, before reaching the operator on the other side of the press."

While this is of less concern when the centrifuge is operating, appropriate introduction of make-up air should be addressed as part of the ventilation improvements.

## 2.3 VOLUME OF AIR REQUIRING TREATMENT

### 2.3.1 Recommended Design Practice

In industrial settings, ventilation rates are typically expressed in terms of the number of air changes provided per hour (ACH). The number of ACH required for occupant comfort depends on the sources of odors or contaminants present. Higher odor emission rates demand a higher ventilation rate. *Guides for the Design of Wastewater Treatment Works* (TR-16, 1998) recommends a continuous ventilation rate of 12 ACH for continuously ventilated and occupied areas having exposed sewage and sludge surfaces. A continuous ventilation rate of 6 ACH is applicable for moderately odiferous areas, such as pumping station dry wells. A 6 ACH ventilation rate may also be appropriate for light occupancy areas, such as the sludge garage.

### 2.3.2 Room Volume Reductions

The volumes of the rooms within the sludge building are as follows:

Thickener Room	100,000 ft <sup>3</sup> (air space)
Belt Filter Press Room	76,000 ft <sup>3</sup> (air space)
Sludge Loading Garage	44,000 ft <sup>3</sup> (air space)
TOTAL	220,000 ft <sup>3</sup> (air space)

These volumes represent the total exposed air space in each room which must be ventilated. Options to reduce the exposed air volume were discussed in the May 1998 study by Tighe & Bond in order to reduce the required air flow through an odor control system. These options included the following:

Covering the Thickeners – Fiberglass covers installed on the thickener tanks would provide the most significant air volume reduction. If the thickener covers were raised above the top of the tank to be flush with the bridge, then the volume of air under the covers requiring treatment would be approximately 8,000 ft<sup>3</sup>. The remaining air within the thickener room would be relatively odor free and could be exhausted without treatment by the existing ventilation system.

Isolating the Belt Filter Press and Centrifuge – Partition walls or heavy gauge overlapping plastic strips could be added to isolate the belt filter press, centrifuge, and twin screw feeder from adjacent areas and reduce the exposed air volume to approximately 55,000 ft<sup>3</sup>, resulting in a volume reduction of approximately 21,000 ft<sup>3</sup>. While a partition wall to isolate the dewatering equipment does reduce required ventilation rates, there is limited space in the Dewatering Room for equipment maintenance and personnel movement without partition walls. Partition walls would further complicate and crowd this area.

Targeted Ventilation at Dewatering Equipment Odor Sources – An alternative to full treatment of the entire dewatering area is to use targeted ventilation at the odor sources. Targeted ventilation typically consists of strategically located air supply ducts and exhaust hoods. The primary goal of targeted ventilation is to capture the odorous air at the source before it migrates into the entire space. A secondary goal is to locate the air supply ducts and exhaust hoods such that odors are pulled away from high occupancy areas to improve worker environment. Suggested locations for exhaust hoods include above the twin screen feeder and above the belt filter press.

### 2.3.3 Make-Up Air System

To improve air flow patterns within the sludge building, make-up air should be supplied to specific points so that fresh air passes through worker's breathing zones prior to passing over odor sources. The rate of make-up air introduction should be slightly less than the overall exhaust rate to maintain the sludge building at a slight negative pressure relative to the outdoors and to minimize the potential for fugitive odor emissions from the building.

A critical consideration in the design of any ventilation / odor control system is cold weather operation. During cold weather periods, the make-up air system must be designed to heat the supply air to maintain adequate temperature in the building. Otherwise, the high volumes of required make-up air will cool the building to below worker comfort and potentially to below freezing. Some odor control systems, such as wet and dry scrubbers, can be turned-off for the winter. However, biofilters should be operated continuously to maintain an active biological population and to prevent extended start-up periods during each Spring and Summer when the odor control system is turned back on. Therefore, gas-fired make-up air units are recommended.

## SECTION 4 PROPOSED SOLUTIONS

Tighe&Bond

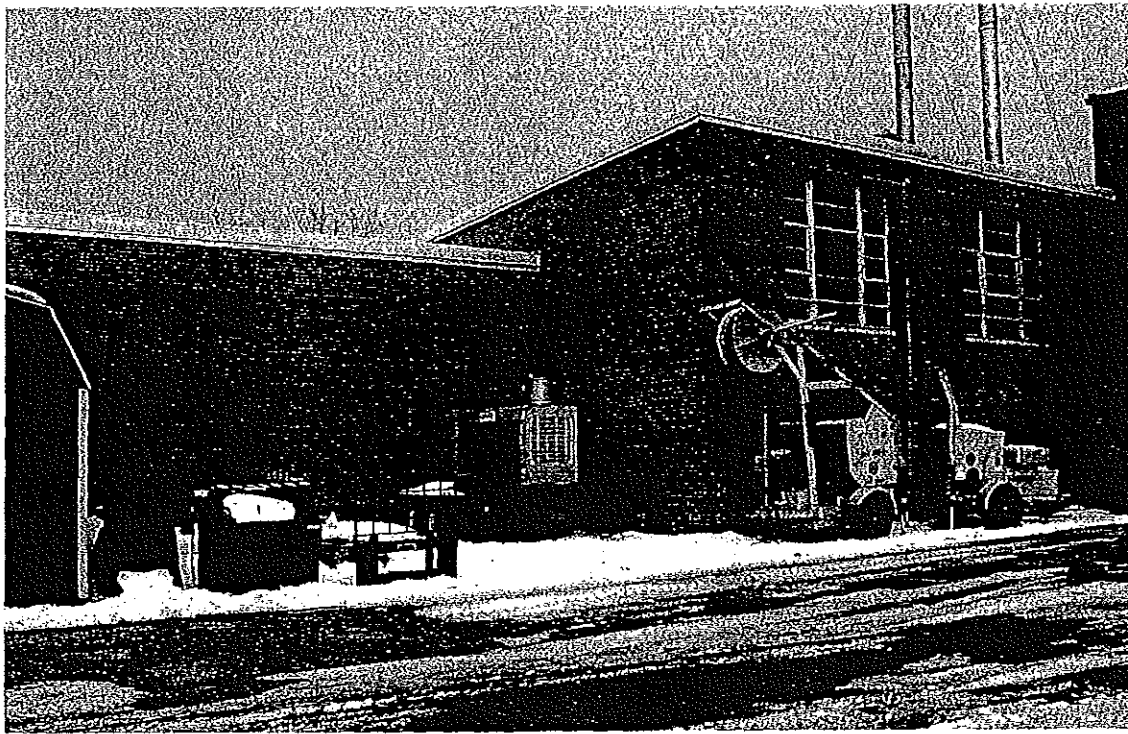
### 3.1 PHASE 1 - SLUDGE THICKENERS

The first priority should be to minimize the volume of air to be treated from the sludge thickener room by installing fiberglass covers on the sludge thickener tanks. This will reduce the cost and size of the required odor treatment equipment while simultaneously sealing off the odors from the rest of the building. Note that covers on the gravity thickeners may tend to trap corrosive gases and increase the rate of corrosion on the steel tanks and mechanisms. It is recommended that the gravity thickeners are continuously ventilated at least at 12 ACH once covered to minimize the risk of corrosion. The covers should be fiberglass and raised above the top of the tanks to permit side hatches for improved scum cleaning access. A proposal for the gravity thickener covers is included in Appendix B.

**TABLE 4-1**  
**Phase 1 Ventilation Design Requirements**

Location	Treatment Volume (cu ft)	Air Changes / Hour (ACH)	Flow Rate (cfm)
Covered Thickeners	8,000	12	1,600

A carbon vessel and fan, dedicated to the sludge thickener tanks, is recommended for odor treatment. The system should be designed for 1,600 cfm, permitting treatment of 12 ACH under the gravity thickener covers. The recommended location for the system is outside the west wall of the sludge building, as shown in Figure 4-1. A proposal for the carbon vessel and fan is included in Appendix C. Information on modular biofilters is also included in Appendix C. Appendix D provides a conceptual drawing of the Phase 1 improvements.



**Figure 4-1: Proposed Location of 1,600 CFM Odor Control System**

### **3.2 PHASE 2 - DEWATERING AREA AND SLUDGE GARAGE**

The second priority should be to address the odors from the dewatering area (centrifuge, belt filter press, and twin screw feeder) and sludge garage. The following recommendations are designed to eliminate odors or capture odors at the source. Treatment of air from the entire dewatering area would be very expensive from both a capital cost standpoint and from an operating cost standpoint (e.g. heating during winter). Therefore, a targeted ventilation strategy is proposed.

- Centrate from the centrifuge should be hard-piped to the drain to eliminate that odor source. A tap should be installed on the centrate drain pipe for centrate sampling. The existing floor drain in the centrifuge sump should remain or a new floor drain should be added to permit centrifuge clean-up.
- An exhaust hood should be located directly above the twin screen feeder to capture odors from the open feeder and from the discharge end of the belt filter press (3000 cfm).
- Exhaust ducts should be located directly above the belt filter press (3000 cfm). This could be considered optional given the infrequent use of the belt filter press.



identified the problem as follows: "Fresh air, which may be entering the facility through open overhead doors, needs to pass the highly odorous area over the sludge dewatering press, before reaching the operator on the other side of the press."

While this is of less concern when the centrifuge is operating, appropriate introduction of make-up air should be addressed as part of the ventilation improvements.

### 3.3 VOLUME OF AIR REQUIRING TREATMENT

#### 3.3.1 Recommended Design Practice

In industrial settings, ventilation rates are typically expressed in terms of the number of air changes provided per hour (ACH). The number of ACH required for occupant comfort depends on the sources of odors or contaminants present. Higher odor emission rates demand a higher ventilation rate. *Guides for the Design of Wastewater Treatment Works* (TR-16, 1998) recommends a continuous ventilation rate of 12 ACH for continuously ventilated and occupied areas having exposed sewage and sludge surfaces. A continuous ventilation rate of 6 ACH is applicable for moderately odiferous areas, such as pumping station dry wells. A 6 ACH ventilation rate may also be appropriate for light occupancy areas, such as the sludge garage.

#### 3.3.2 Room Volume Reductions

The volumes of the rooms within the sludge building are as follows:

Thickener Room	100,000 ft <sup>3</sup> (air space)
Belt Filter Press Room	76,000 ft <sup>3</sup> (air space)
Sludge Loading Garage	<u>44,000 ft<sup>3</sup></u> (air space)
TOTAL	220,000 ft <sup>3</sup> (air space)

These volumes represent the total exposed air space in each room which must be ventilated. Options to reduce the exposed air volume were discussed in the May 1998 study by Tighe & Bond in order to reduce the required air flow through an odor control system. These options included the following:

Covering the Thickeners – Fiberglass covers installed on the thickener tanks would provide the most significant air volume reduction. If the thickener covers were raised above the top of the tank to be flush with the bridge, then the volume of air under the covers requiring treatment would be approximately 8,000 ft<sup>3</sup>. The remaining air within the thickener room would be relatively odor free and could be exhausted without treatment by the existing ventilation system.



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 41

AA

JUNE 17, 2008

AN ORDER ACCEPTING **IRENE STREET**, SO-CALLED, AS A CITY WAY.

WHEREAS the Board of Aldermen has determined that for common convenience and necessity the said right-of-way, **IRENE STREET**, so-called, be accepted as a City Way; and

WHEREAS said way, **IRENE STREET**, having been laid out as a City Way and that all of the requirements of law in relation thereto having been complied with; and

WHEREAS it is agreed in case of said acceptance the land of each abutter will receive special benefit other than the general advantage to the community, the value of which being undeterminable.

NOW THEREFORE, it is ordered that **IRENE STREET**, so-called, be laid out and accepted as a City Way. Furthermore that betterment assessments be waved in regards to this matter and that the lay out of the said right-of-way be as described as follows:

A DESCRIPTION OF IRENE STREET

Beginning at a point on the northerly side of Irene Street and the westerly side of Cyran Street;

Thence easterly approximately 2490' +/- to the westerly side of Memorial Drive;

Thence southerly approximately 50' +/- along the westerly side of Memorial Drive;

Thence westerly approximately 2490' +/- along the southerly side of Irene Street;

Thence northerly 50' +/- to the point of beginning.

Containing an area of 124,500 square feet, more or less.

Recommended By Michael Bismonte, Mayor

Aldermanic Action: 6/17/08: Motion made by Aldermen Brooks for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for Approval.....JUN 20 2008.....

Date

Approved.....6/23/08.....

Date

JUN 23 2008

Returned to City Clerk.....

Date

Attest.....City Clerk



**CITY OF CHICOPEE**  
**Law Department**

**COPY**

City Hall • Market Square • 17 Springfield Street • Chicopee, MA 01013-2776 • Telephone (413) 594-1520 • Fax (413) 594-1524  
E-mail • [sphillips@chicopeema.gov](mailto:sphillips@chicopeema.gov)

**Susan C. Phillips**  
**City Solicitor**

**William J. O'Grady**  
**Thomas J. Rooke**  
**Daniel P. Garvey**  
**Christine J. Lessing**  
**Kevin Q. Corridan**  
**Associate City Solicitors**

June 12, 2008

The Honorable Michael D. Bissonnette  
City of Chicopee  
Mayor's Office  
17 Springfield Street  
Chicopee, MA 01013

Dear Mayor Bissonnette:

Attached please find two Orders which provide for acceptances to City streets. We believe these streets have been previously accepted by the City and have been maintained as public ways, however, absent the proper paperwork scheduled road improvements cannot occur.

Should you have any questions regarding these Orders please contact me or Stan Kulig.

Very truly yours,

*Susan C. Phillips*

Susan C. Phillips  
City Solicitor

SCP/clp

Enc.

cc: Sharyn Riley, City Auditor



CITY OF CHICOPEE  
MASSACHUSETTS

AA

JUNE 17, 2008

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 41

AN ORDER ACCEPTING JAMROG DRIVE, SO-CALLED, AS A CITY WAY

WHEREAS the Board of Aldermen has determined that for common convenience and necessity the said right-of-way, JAMROG DRIVE, so-called, be accepted as a City Way; and

WHEREAS said way, JAMROG DRIVE, having been laid out as a City Way and that all of the requirements of law in relation thereto having been complied with; and

WHEREAS it is agreed in case of said acceptance the land of each abutter will receive special benefit other than the general advantage to the community, the value of which being undeterminable.

NOW THEREFORE, it is ordered that JAMROG DRIVE, so-called, be laid out and accepted as a City Way. Furthermore that betterment assessments be waved in regards to this matter and that the lay out of the said right-of-way be as described as follows:

A DESCRIPTION OF JAMROG DRIVE

Beginning at a point on the northerly side of Jamrog Drive and the easterly side of Memorial Drive;

Thence easterly approximately 1861' +/- to the westerly side of Fletcher Circle;

Thence southerly approximately 50' +/- along the westerly side of Fletcher Circle;

Thence westerly approximately 1861' +/- along the southerly side of Jamrog Drive;

Thence northerly 50' +/- to the point of beginning.

Containing an area of 93,050 square feet, more or less.

Recommended By Michael Bismuth, Mayor

Aldermanic Action: 6/17/08: Motion made by Aldermen for passage and Jamrog Drive be accepted as a public way. Motion passed by a unanimous roll call vote.

Presented to the Mayor for Approval.....

JUN 20 2008

Date

Approved.....

Date

Michael Bismuth Mayor

Returned to City Clerk.....

Date

JUN 23 2008

Attest

[Signature]



## **CITY OF CHICOPEE**

### **Law Department**

**COPY**

City Hall • Market Square • 17 Springfield Street • Chicopee, MA 01013-2776 • Telephone (413) 594-1520 • Fax (413) 594-1524  
E-mail • [sphillips@chicopeema.gov](mailto:sphillips@chicopeema.gov)

**Susan C. Phillips**  
**City Solicitor**

**William J. O'Grady**  
**Thomas J. Rooke**  
**Daniel P. Garvey**  
**Christine J. Lessing**  
**Kevin Q. Corridan**  
**Associate City Solicitors**

June 12, 2008

The Honorable Michael D. Bissonnette  
City of Chicopee  
Mayor's Office  
17 Springfield Street  
Chicopee, MA 01013

Dear Mayor Bissonnette:

Attached please find two Orders which provide for acceptances to City streets. We believe these streets have been previously accepted by the City and have been maintained as public ways, however, absent the proper paperwork scheduled road improvements cannot occur.

Should you have any questions regarding these Orders please contact me or Stan Kulig.

Very truly yours,

Susan C. Phillips  
City Solicitor

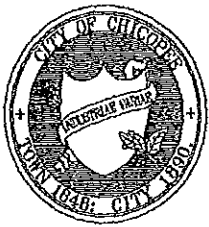
SCP/clp

Enc.

cc: Sharyn Riley, City Auditor

MO-1

No. \_\_\_\_\_



# CITY OF CHICOPEE MASSACHUSETTS



JUNE 17, 2008

## BOARD OF ASSESSORS REVOLVING FUND – PHOTOCOPY COSTS

Recommended by Michael Brunetti Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Brunetti for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved [Signature]

[Signature] Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest [Signature] City Clerk

BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICAGO, ILLINOIS, THAT CHAPTER 44, SECTION 53E ½, ENTITLED, "REVOLVING FUNDS" BE AND **COPY** **HEREBY IS** ACCEPTED FOR THE PURPOSE OF ESTABLISHING AN ASSESSORS PHOTOCOPY REVOLVING.

SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2009, IN ACCORDANCE WITH THE PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE AND FUNDING ARE IDENTIFIED AS FOLLOWS:

**PROGRAM –ASSESSORS**

**PURPOSE – REPLACEMENT COSTS OF MATERIALS, SUPPLIES AND RELATED COSTS TO PROVIDE THE PUBLIC WITH COPIES OF MAPS, PLOT PLANS AND OTHER INFORMATION CONCERNING PROPERTY.**

**RECEIPTS – FEES SUFFICIENT TO PAY FOR COSTS OF MATERIALS, SUPPLIES, AND RELATED CHARGES WHICH SHALL BE CREDITED TO THE "BOARD OF ASSESSOR'S PHOTOCOPY REVOLVING FUND"**

**EXPENDITURES – THE BOARD OF ASSESSORS IS HEREBY AUTHORIZED TO EXPEND DIRECTLY FROM THE REVOLVING FUND.**

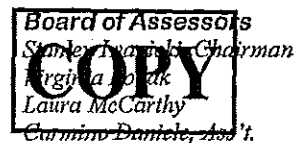
**LIMIT ON EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FOR THE PURPOSE OF THIS ORDINANCE DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS ORDINANCE.**



*City of Chicopee, Massachusetts*  
**Assessors' Office**

274 Front Street Chicopee, MA, 01013  
(413) 594-1430



May 7, 2008

Michael D. Bissonnette  
Honorable Mayor  
City of Chicopee  
17 Springfield St.  
Chicopee, MA 01013

RE: Revolving Account

Dear Mayor Bissonnette:

The Board of Assessors requests your approval for the continuation of the revolving fund account for photocopy charges for the fiscal year 2009 under the provisions of MGL Chapter 44, Sec 53E½.

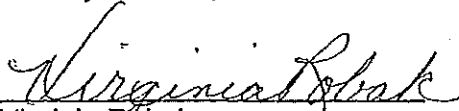
This office is constantly called upon to provide copies of maps, plot plans, and other property information for which we charge a fee. These monies are deposited into the City's general fund. Since the cost of copying these documents can be costly and we must rely on our departmental budget for the cost of materials, we respectfully request the continuation of this fund for purchase of materials used, as well as the upkeep of the copy machines.

A balance sheet of this account for Fiscal Year 2008 through May 6, 2008 is attached. Please call if you have any questions.

Thank you for your consideration in this matter.

Very truly yours,  
BOARD OF ASSESSORS

  
Stanley Iwanicki, Chairman

  
Virginia Robak

  
Laura McCarthy

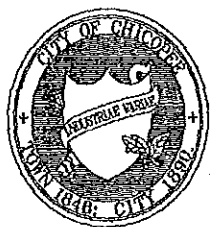
cc: Sharyn Riley  
City Auditor



NO 2900418

[illegible]

NO. \_\_\_\_\_



CITY OF CHICOPEE  
MASSACHUSETTS

COPY

JUNE 17, 2008

BOARD OF REGISTRARS OF VOTERS REVOLVING FUND – PASSPORT SERVICES

Recommended by

*Michael Bessouette*

Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Vieau for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval

JUN 20 2008

Date

Approved

*6/26/08*

*Michael Bessouette*

Mayor

Returned to City Clerk

JUN 23 2008

Date

Attest

*[Signature]*

City Clerk

**COPY**

BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPPEE, THAT  
CHAPTER 44, SECTION 53E ½, ENTITLED, "REVOLVING FUNDS" BE AND HEREBY IS  
ACCEPTED FOR THE PURPOSE OF ESTABLISHING A REGISTRARS REVOLVING FUND FOR  
THE PURCHASE OF MATERIALS AND RELATED COSTS ASSOCIATED WITH COPYING AND  
MAILING PASSPORT DOCUMENTS.

SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2009, IN ACCORDANCE WITH THE  
PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE AND  
FUNDING ARE IDENTIFIED AS FOLLOWS:

**PROGRAM -PASSPORT SERVICES**

**PURPOSE - REPLACEMENT COSTS OF MATERIALS, SUPPLIES AND RELATED COSTS  
TO PROVIDE THE PUBLIC WITH PASSPORT SERVICES.**

**DEPARTMENTAL RECEIPTS - \$30.00 PROCESSING FEE WILL BE RECEIVED FOR EACH  
APPLICATION AND SHALL BE CREDITED TO THE REVOLVING FUND. RECEIPTS  
SHALL BE UTILIZED FOR THE COSTS ASSOCIATED WITH THE COPYING AND  
MAILING OF PASSPORT DOCUMENTS.**

**EXPENDITURES - THE BOARD OF REGISTRARS SHALL BE AUTHORIZED TO  
EXPEND DIRECTLY FROM THE REVOLVING FUND.**

**LIMIT ON EXPENDITURE - ALL FUNDS RECEIVED MAY BE EXPENDED FOR THE PURPOSE  
OF THIS ORDINANCE DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS  
ORDINANCE.**



Janina Surdyka  
Registrar

# City of Chicopee, Massachusetts

## Registrars of Voters

**COPY**

City Hall Annex - 274 Front Street - Chicopee, MA 01013  
Tel: (413) 594-1550 Fax: (413) 594-1554 e-mail [jsurdyka@chicopeema.gov](mailto:jsurdyka@chicopeema.gov)

May 29, 2008

Michael D. Bissonnette  
Mayor of Chicopee  
City Hall  
Chicopee, MA 01013

Dear Mayor Bissonnette:


The Board of Registrars of Voters respectfully requests your approval for the continuation of the Passport Revolving Fund for the 2009 fiscal year under the provision of the MGL Chapter 44, Section 53 E ½. The purpose of this account is to provide Passport Services to the residents of our City.

Accepting passport applications has proven to be very beneficial to the Department and to the community. It enhances the services the Department already provides, such as issuing Voter ID cards as proof of citizenship. For City residents, it streamlines the passport application process since many applicants need related passport documents such as residence history, information regarding parents, or a birth certificate, which are available at City Hall. A \$25.00 fee from each application (rate set by the State Department) is used to cover costs affiliated with accepting, processing and mailing passport documents and the \$5.00 fee is used for supplies needed to take passport photos.

A balance sheet of this account for the 2008 fiscal year is attached.

Thank you very much for your consideration of this request and the opportunity to maintain a Passport Revolving Fund.

Sincerely,  
BOARD OF REGISTRARS OF VOTERS

  
Janina Surdyka, Clerk of the Board

C: Sharyn A. Riley, City Auditor

**COPY**

<b>Board of Registrars - Passport Revolving Account - FY '08</b>			
<b>FY '08 Balance</b>	<b>\$37,110.85</b>		
<b>Date</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Notes</b>
July, 2007	\$1,727.60		53 Passports & 27 Photos
July, 2007		\$187.62	Paper Shredder
August, 2007	\$2,324.60		71 Passports & 38 Photos
August, 2007		\$476.50	Priority Mail Stamps, Tapes
September, 2007	\$1,060.00		32 Passports & 20 Photos
September, 2007		\$167.94	Typewriter Maintenance (4)
October, 2007	\$1,380.00		42 Passports & 24 Photos
November, 2007	\$950.00		29 Passports & 10 Photos
November, 2007		\$42.24	12 Typewriter Ribbons
December, 2007	\$1,930.00		61 Passports & 18 Photos
January, 2008	\$2,614.60		82 Passports & 30 Photos
January, 2008		\$549.90	Priority Stamps, Photo Ink and Paper
February, 2008	\$2,399.20		85 Passports & 31 Photos
March, 2008	\$2,224.60		76 Passports & 45 Photos
March, 2008		\$756.90	Photo Ink, Stamps, Typewriter Cleaning
April, 2008	\$2,205.00		78 Passports & 42 Photos
April, 2008		\$652.16	Electric Stapler & Priority Stamps
May, 2008	\$2,030.00		68 Passports & 38 Photos
May, 2008		\$814.61	Training Seminar, Stamps, Photo Paper
<b>TOTAL</b>	<b>\$20,845.60</b>	<b>\$3,647.87</b>	
		<b>BALANCE</b>	<b>\$54,308.58</b>

## The General Laws of Massachusetts

[Search the Laws](#)**COPY**[Go To:](#)  
[Next Section](#)  
[Previous Section](#)  
[Chapter Table of Contents](#)  
[MGL Search Page](#)  
[General Court Home](#)  
[Mass.gov](#)**PART I. ADMINISTRATION OF THE GOVERNMENT****TITLE VII. CITIES, TOWNS AND DISTRICTS****CHAPTER 44. MUNICIPAL FINANCE****MISCELLANEOUS PROVISIONS****Chapter 44: Section 53E1/2. Revolving funds**

Section 53E1/2. Notwithstanding the provisions of section fifty-three, a city or town may annually authorize the use of one or more revolving funds by one or more municipal agency, board, department or office which shall be accounted for separately from all other monies in such city or town and to which shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund. Expenditures may be made from such revolving fund without further appropriation, subject to the provisions of this section; provided, however, that expenditures shall not be made or liabilities incurred from any such revolving fund in excess of the balance of the fund nor in excess of the total authorized expenditures from such fund, nor shall any expenditures be made unless approved in accordance with sections forty-one, forty-two, fifty-two and fifty-six of chapter forty-one.

Interest earned on any revolving fund balance shall be treated as general fund revenue of the city or town. No revolving fund may be established pursuant to this section for receipts of a municipal water or sewer department or of a municipal hospital. No such revolving fund may be established if the aggregate limit of all revolving funds authorized under this section exceeds ten percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine. No revolving fund expenditures shall be made for the purpose of paying any wages or salaries for full time employees unless such revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid; provided, however, that such prohibition shall not apply to wages or salaries paid to full or part-time employees who are employed as drivers providing transportation for public school students; provided further, that only that portion of a revolving fund which is attributable to transportation fees may be used to pay such wages or salaries and provided, further, that any such wages or salaries so paid shall be reported in the budget submitted for the next fiscal year.

A revolving fund established under the provisions of this section shall be by vote of the annual town meeting in a town, upon recommendation of the board of selectmen, and by vote of the city council in a city, upon recommendation of the mayor or city manager, in Plan E cities, and in any other city or town by vote of the legislative body upon the recommendation of the chief administrative or executive officer. Such authorization shall be made annually prior to each respective fiscal year; provided, however, that each authorization for a revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year; and, provided, further, that no board, department or officer shall be authorized to expend in any one fiscal year from all revolving funds under its direct control more than one percent of the amount raised by taxation by the city or town

in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine. Notwithstanding the provisions of this section, whenever, during the course of any fiscal year, any new revenue source becomes available for the establishment of a revolving fund under this section, such a fund may be established in accordance with this section upon certification by the city auditor, town accountant, or other officer having similar duties, that the revenue source was not used in computing the most recent tax levy.

In any fiscal year the limit on the amount that may be spent from a revolving fund may be increased with the approval of the city council and mayor in a city, or with the approval of the selectmen and finance committee, if any, in a town; provided, however, that the one percent limit established by clause (4) of the third paragraph is not exceeded.

The board, department or officer having charge of such revolving fund shall report to the annual town meeting or to the city council and the board of selectmen, the mayor of a city or city manager in a Plan E city or in any other city or town to the legislative body and the chief administrative or executive officer, the total amount of receipts and expenditures for each revolving fund under its control for the prior fiscal year and for the current fiscal year through December thirty-first, or such later date as the town meeting or city council may, by vote determine, and the amount of any increases in spending authority granted during the prior and current fiscal years, together with such other information as the town meeting or city council may by vote require.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year, or in which a city or town changes the purposes for which money in a revolving fund may be spent in the following year, the balance in the fund at the end of the fiscal year shall revert to surplus revenue unless the annual town meeting or the city council and mayor or city manager in a Plan E city and in any other city or town the legislative body vote to transfer such balance to another revolving fund established under this section.

The director of accounts may issue guidelines further regulating revolving funds established under this section.

**BUREAU OF CONSULAR AFFAIRS**  
**PASSPORT SERVICES**

Department of State

Washington, D.C.



*Certificate of Designation*

PASSPORT AGENT

City of Chicopee, Board of Registrars of Voters

Chicopee, MA

is hereby designated as an Agent of the Department of State for the purpose of accepting applications for passports and administering oaths in connection therewith. This designation will remain in effect only during assignment to a position requiring such authorization.



Date April 2001

*Shirley Schuster*

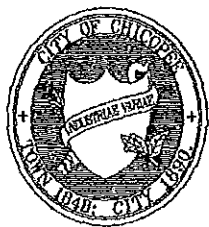
DEPUTY ASSISTANT SECRETARY  
FOR PASSPORT SERVICES

**COPY**



No. \_\_\_\_\_

MO-15



CITY OF CHICOPEE  
MASSACHUSETTS

COPY

JUNE 17, 2008

RECREATION DEPARTMENT SUMMER DAY CAMP REVOLVING

Recommended by Michael Bernante Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen McLellan for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08 Michael Bernante Mayor

Returned to City Clerk JUN 23 2008 Attest [Signature] City Clerk  
Date

**COPY**

BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPEE, THAT  
CHAPTER 44, SECTION 53E ½ ENTITLED "REVOLVING FUNDS" BE AND HEREBY IS  
ACCEPTED FOR THE PURPOSE OF ESTABLISHING A RECREATION DEPARTMENT  
SUMMER DAY CAMP REVOLVING.

SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2009, IN ACCORDANCE WITH  
THE PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE  
AND FUNDING ARE IDENTIFIED AS FOLLOWS:

**PROGRAM – SUMMER DAY CAMP**

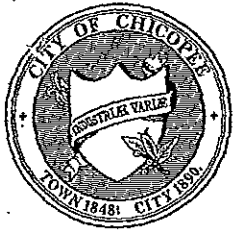
**PURPOSE - TO PROVIDE CHILDREN WITH A RECREATIONAL AND LEARNING EXPERIENCE  
INCLUDING SPORTS, CREATIVE ARTS & CRAFTS, MUSIC & DRAMA, NATURE  
ACTIVITIES, SWIM LESSONS, AND OTHER RELATED EVENTS.**

**DEPARTMENTAL RECEIPTS – FEES SUFFICIENT TO OPERATE THE PROGRAM SHALL BE  
CHARGED IN ACCORDANCE WITH A SCHEDULE PROVIDED BY THE PARKS &  
RECREATION DEPARTMENT, AND SHALL BE CREDITED TO THE "CHICOPEE  
PARKS SUMMER DAY CAMP REVOLVING FUND".**

**EXPENDITURES – THE SUPERINTENDENT OF PARKS OR THE ASSISTANT  
SUPERINTENDENT SHALL BE AUTHORIZED TO EXPEND DIRECTLY FROM  
THE REVOLVING FUND.**

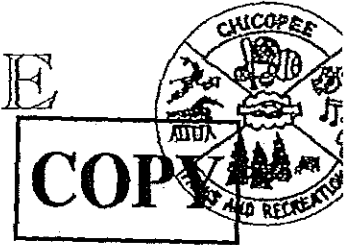
**LIMIT ON EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FROM THE  
PROGRAM DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS  
ORDINANCE.**



# CITY OF CHICOPEE

## PARKS AND RECREATION DEPARTMENT



STANLEY J. WALCZAK, C.P.R.P.  
Superintendent

RICHARD G. MACIOL  
Assistant Superintendent

May 15, 2008

Honorable Michael D. Bissonnette  
Mayor of Chicopee  
Executive Office  
Chicopee, MA 01013

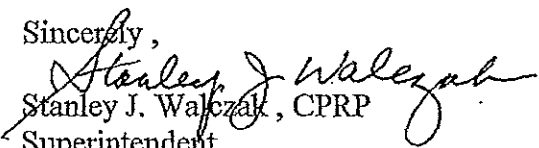
Re: Summer Day Camp Revolving Fund

Dear Mayor Bissonnette:

The Chicopee Parks and Recreation Department respectfully requests the annual approval of our Summer Day Camp Revolving Fund under the provision of the Mass. General Laws, Chapter 44, Section 53 E ½. We ask that this adoption be submitted to the Board of Aldermen authorizing us to operate our 2008 Summer Day Camp Program. Enclosed is a current financial statement on the Camp Revolving Fund.

We thank you and the Board for your consideration.

Sincerely,

  
Stanley J. Walczak, CPRP  
Superintendent

CC: Ms. Sharyn Riley, City Auditor  
Enc:

**COPY**

CAMP REVOLVING ACCOUNT			
2007	Balance	\$63,862.34	
Date	Revenue	Expenses	Notes
3/3/2008	\$4,650		Deposit #9
3/6/2008	\$8,090		Deposit #10
3/7/2008	\$8,630.00		Deposit #11
3/10/2008	\$6,320.00		Deposit #12
3/11/2008	\$7,400.00		Deposit #13
3/13/2008	\$11,000.00		Deposit #14
3/14/2008		\$118.02	Mansfield Paper
3/14/2008		\$535.37	W.B. Mason
3/17/2008	\$9,544.17		Deposit #15
3/19/2008	\$4,890.00		Deposit #16
3/25/2008	\$7,153.00		Deposit #17
3/31/2008		\$100.23	Mansfield Paper
3/31/2008		\$490.00	Lane Press
3/31/2008		\$2,640.00	O'Brien & Sons
3/31/2008		\$1,190.00	O'Brien & Sons
4/1/2008	\$315.00		Deposit #18
4/16/2008	\$150.00		Deposit #19
4/24/2008	\$945.00		Deposit #20
4/29/2008		\$62.50	Jamie Goyette
4/29/2008		\$110.00	Danielle Canty
4/29/2008		\$3,329.00	Vt Recreational
4/30/2008		\$1,025.00	Jeremy LaDuke
5/2/2008	\$1,097.50		Deposit #21
Starting Balance	\$63,862.34		
2008 Camp	Revenue \$70,184.67		
	\$134,047.01		
2008 Camp Expenses	(\$9,600.12)		
Present Balance	\$124,446.89		

**COPY**

BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPEE, THAT CHAPTER 44, SECTION 53E ½ ENTITLED "REVOLVING FUNDS" BE AND HEREBY IS ACCEPTED FOR THE PURPOSE OF ESTABLISHING A RECREATION DEPARTMENT SUMMER DAY CAMP REVOLVING.

SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2008, IN ACCORDANCE WITH THE PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE AND FUNDING ARE IDENTIFIED AS FOLLOWS:

**PROGRAM – SUMMER DAY CAMP**

**PURPOSE - TO PROVIDE CHILDREN WITH A RECREATIONAL AND LEARNING EXPERIENCE INCLUDING SPORTS, CREATIVE ARTS & CRAFTS, MUSIC & DRAMA, NATURE ACTIVITIES, SWIM LESSONS, AND OTHER RELATED EVENTS.**

**DEPARTMENTAL RECEIPTS – FEES SUFFICIENT TO OPERATE THE PROGRAM SHALL BE CHARGED IN ACCORDANCE WITH A SCHEDULE PROVIDED BY THE PARKS & RECREATION DEPARTMENT, AND SHALL BE CREDITED TO THE "CHICOPEE PARKS SUMMER DAY CAMP REVOLVING FUND".**

**EXPENDITURES – THE SUPERINTENDENT OF PARKS OR THE ASSISTANT SUPERINTENDENT SHALL BE AUTHORIZED TO EXPEND DIRECTLY FROM THE REVOLVING FUND.**

**LIMIT ON EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FROM THE PROGRAM DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS ORDINANCE.**

of this section may specify when making an appropriation for the annual ordinary operating costs of any agency, board, department or office of said city or town that such costs may be offset, in part or in the aggregate, by the estimated receipts from the fees charged to users of the services provided by such agency, board, department or office.

The use of such fees shall be limited to an amount not to exceed the actual amounts received during the previous fiscal year or such other estimated amount as may be approved, in advance of appropriation, by the commissioner of revenue or his designee, and which is based upon adequate documented material supporting such estimated amounts.

Receipts so allocated shall be deposited in a special account by the city or town treasurer or otherwise specifically identified and may be expended for the purpose allocated without further appropriation. Any balance in such accounts at the end of the fiscal year shall be deposited into the general treasury of the city or town.

Any deficit resulting from any city or town acting under the provisions of this section shall be reported by the auditor, accountant or other officer having similar duties, or by the treasurer if there be no such officer, to the assessors, who shall include the amount so reported in the aggregate appropriations to be assessed in the next subsequent annual tax levy, unless the city or town has provided funds to eliminate such deficit. Any deficit so incurred must be raised by taxation and shall be subject to all applicable provisions of chapter fifty-nine.

Each agency, board, department or office shall prepare an annual report of the change in cash balances in such entity which shall detail the cash receipts and disbursements for the year and shall be submitted to the mayor, city council, city manager, board of selectmen or town manager for their review and a copy of said report shall be submitted to the director of the bureau of accounts. Such report shall be prepared and submitted within forty-five days after the close of the fiscal year.

All such sums, so allocated, shall be treated as amounts voted from available funds for the purpose of deduction in accordance with the provisions of section twenty-three of chapter fifty-nine. All amounts voted from available funds shall be itemized in a schedule, on a form approved by the commissioner of revenue, prepared by the city or town clerk and included with the submission for approval of the tax rate by the commissioner of

revenue as provided in section twenty-three of chapter fifty-nine. The assessors shall further attest, on said schedule, that the receipts itemized therein have not been included in any other contribution from the gross amounts to be raised.

Added by St. 1981, c. 339, § 1.

**COPY**

#### § 53E. Revolving funds

Notwithstanding the provisions of section fifty-three, a city or town may annually authorize the use of one or more revolving funds by one or more municipal agency, board, department or office which shall be accounted for separately from all other monies in such city or town and to which shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund. Expenditures may be made from such revolving fund without further appropriation, subject to the provisions of this section; provided, however, that expenditures shall not be made or liabilities incurred from any such revolving fund in excess of the balance of the fund nor in excess of the total authorized expenditures from such fund, nor shall any expenditures be made unless approved in accordance with sections forty-one, forty-two, fifty-two and fifty-six of chapter forty-one.

Interest earned on any revolving fund balance shall be treated as general fund revenue of the city or town. No revolving fund may be established pursuant to this section for receipts of a municipal water or sewer department or of a municipal hospital. No such revolving fund may be established if the aggregate limit of all revolving funds authorized under this section exceeds ten percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine. No revolving fund expenditures shall be made for the purpose of paying any wages or salaries for full time employees unless such revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid; provided, however, that such prohibition shall not apply to wages or salaries paid to full or part-time employees who are employed as drivers providing transportation for public school students; provided further, that only that portion of a revolving fund which is attributable to transportation fees may be used to pay such wages or salaries and provided, further, that any such wages or salaries so paid shall be reported in the budget submitted for the next fiscal year.

A revolving fund established under the provisions of this section shall be by vote of the annual town meeting in a town, upon recommendation of the board of selectmen, and by vote of the city council in a city, upon recommendation of the mayor or city manager, in Plan E cities, and in any other city or town by vote of the legislative body upon the recommendation of the chief administrative or executive officer. Such authorization shall be made annually prior to each respective fiscal year; provided, however, that each authorization for a revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year; and, provided, further, that no board, department or officer shall be authorized to expend in any one fiscal year from all revolving funds under its direct control more than one percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine. Notwithstanding the provisions of this section, whenever, during the course of any fiscal year, any new revenue source becomes available for the establishment of a revolving fund under this section, such a fund may be established in accordance with this section upon certification by the city auditor, town accountant, or other officer having similar duties, that the revenue source was not used in computing the most recent tax levy.

In any fiscal year the limit on the amount that may be spent from a revolving fund may be increased with the approval of the city council and mayor in a city, or with the approval of the selectmen and finance committee, if any, in a town; provided, however, that the one percent limit established by clause (4) of the third paragraph is not exceeded.

The board, department or officer having charge of such revolving fund shall report to the annual town meeting or to the city council and the board of selectmen, the mayor of a city or city manager in a Plan E city or in any other city or town to the legislative body and the chief administrative or executive officer, the total amount of receipts and expenditures for each revolving fund under its control for the prior fiscal year and for the current fiscal year through December thirty-first, or such

**COPY**

later date as the town meeting or city council may, by vote determine, and the amount of any increases in spending authority granted during the prior and current fiscal years, together with such other information as the town meeting or city council may by vote require.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year, or in which a city or town changes the purposes for which money in a revolving fund may be spent in the following year, the balance in the fund at the end of the fiscal year shall revert to surplus revenue unless the annual town meeting or the city council and mayor or city manager in a Plan E city and in any other city or town the legislative body vote to transfer such balance to another revolving fund established under this section.

The director of accounts may issue guidelines further regulating revolving funds established under this section.

Added by S.C. 1990, c. 275, § 1. Amended by S.C. 1992, c. 224, § 1; S.C. 1994, c. 60, §§ 72, 73.

#### § 53F. Deposits of public funds in banking institutions in return, for banking services

Notwithstanding any general or special law to the contrary, a treasurer or collector of a city, town or district is authorized to enter into written agreements for a period not to exceed three years, with banking institutions having their principal offices in the commonwealth, pursuant to which such treasurer or collector agrees to maintain on deposit in said institutions specified amounts of the funds of the municipality in return for said institutions providing banking services. The type of services that so qualify shall be prescribed by the commissioner of revenue.

Such agreements shall be in a form approved by said commissioner and shall contain such terms and conditions as he may deem appropriate to ensure fiscal stability and full disclosure. Each such agreement shall include the total amount that may be required to be on deposit at all times; and, if said amount may vary from time to time, every such agreement shall specify a minimum total amount that may be required to be on deposit at any time. If the city, town or district fails to maintain the agreed amount on deposit, the city, town or district shall not be authorized to appropriate funds for such purpose.

MO-11

NO. \_\_\_\_\_



# CITY OF CHICOPEE MASSACHUSETTS

CITY OF CHICOPEE  
**COPY**

JUNE 17, 2008

## LIBRARY REVOLVING FOR DAMAGED OR LOST ITEMS

Recommended by Michael Bessanette Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Zygarowski for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08

[Signature] Mayor

Returned to City Clerk JUN 20 2008  
Date

Attest [Signature] City Clerk



**COPY**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPEE, THAT CHAPTER 44, SECTION 53E ½, ENTITLED, "REVOLVING FUNDS" BE AND HEREBY IS ACCEPTED FOR THE PURPOSE OF ESTABLISHING A LIBRARY DAMAGE OR LOST ITEMS FUND.**

**SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2009, IN ACCORDANCE WITH THE PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE AND FUNDING ARE IDENTIFIED AS FOLLOWS:**

**PROGRAM – DAMAGED OR LOST ITEMS FUND**

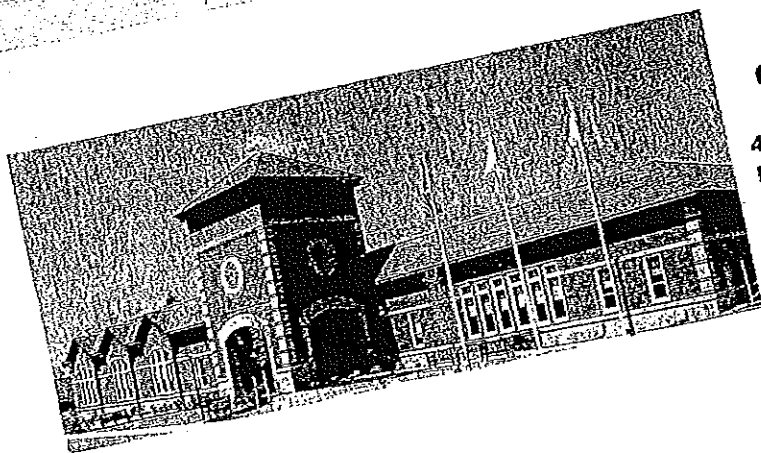
**PURPOSE – REPLACEMENT OF BOOKS, RECORDS, TAPES, AND ANY OTHER PUBLIC LIBRARY ITEMS AVAILABLE FOR THE PUBLIC USE. IT SHALL ALSO BE USED TO PURCHASE NEW MATERIALS TO HELP KEEP THE COLLECTION CURRENT AND PROVIDE ADDITIONAL COPIES OF THE MOST IN DEMAND TITLES. IT SHALL ALSO BE USED TO COVER POSTAGE COSTS INCURRED WHEN MAILING OVERDUE NOTICES TO PATRONS.**

**DEPARTMENTAL RECEIPTS – FEES SUFFICIENT TO PAY FOR THE REPLACEMENT OF SUCH ITEMS SHALL BE CHARGED TO THE INDIVIDUAL RESPONSIBLE FOR SAID LOSS, AND SHALL BE CREDITED TO THE "CHICOPEE PUBLIC LIBRARY DAMAGED OR LOST ITEMS REVOLVING FUND", ALL LIBRARY FINES SHALL ALSO BE INCLUDED IN THE FUND.**

**EXPENDITURES - THE BOARD OF LIBRARY TRUSTEES SHALL BE AUTHORIZED TO EXPEND DIRECTLY FROM THE REVOLVING FUND.**

**LIMIT ON EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FOR THE PURPOSE OF THIS ORDINANCE DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS ORDINANCE.**



**CHICOPEE PUBLIC LIBRARY**

449 Front Street Chicopee, MA 01013  
Phone (413) 594-1800

**COPY**  
10-16-08  
594-1819

Nancy M. Contois, Director

May 28, 2008

The Honorable Michael D. Bissonnette  
Mayor of Chicopee  
City Hall  
17 Springfield Street  
Chicopee, MA 01013

Dear Mayor Bissonnette,

Thank you for the opportunity to maintain a library revolving fund for "Damaged or Lost Items". We are very pleased to be able to replace needed items in our collection that were lost or damaged, for which we have received payment from our patrons. Often, the most circulated and in demand items, are those that require replacement. This places a strain on the library's book budget and our ability to continue to provide new and up-to-date information. Our postage costs, incurred by mailing overdue notices to our patrons, are covered as well by this fund. Additionally, we also purchase new materials to help keep the collection current in all subject areas and to provide additional copies of the most in demand titles.

Please accept this letter as a formal request for the renewal of our "Damaged or Lost Items" Library Revolving Fund for the fiscal year 2009. Thank you very much for your attention to this matter.

Sincerely,

*Nancy M. Contois*

Cc. Sharyn Riley  
Carl E. Sittard  
Anne Dulchinos  
Normand Girouard

JOURNAL DETAIL 2008 0 TO 2008 13

FOR 2008 13  
 ACCOUNTS FOR RES-LOST LIBRARY BKS ORIGINAL APPROP TRANSFER/ ADJUSTMENTS REVISED BUDGET YTD EXPENDED ENC/REQ AVAILABLE BUDGET PCT USED

29186108 RES-LOST LIBRARY BKS

29186108 549500 RES LOST LIBRARY BK 44,969 34,923.81 79,892.46 71,139.64 7,417.91 1,334.91 98.3%\*

2008/01/000144	07/06/2007	API	34.96	VND	016311	VCH	SCHWAB, INC.	STAMP FOR BOOKS	RES LOST LIBRARY BOOKS	/629	450484
2008/01/000422	07/13/2007	CRP	14.80	REF	744657		LORI CINTRON		RES LOST LIBRARY BOOKS	/CASH	
2008/01/000422	07/13/2007	CRP	204.50	REF	744691		CUSTOMER		RES LOST LIBRARY BOOKS	/3573	
2008/01/000422	07/13/2007	CRP	5.60	REF	744654		DEBORAH BOSSE		RES LOST LIBRARY BOOKS	/651	
2008/01/000422	07/13/2007	CRP	24.95	REF	744658		DENNIS DRYGAS		RES LOST LIBRARY BOOKS	/981	
2008/01/000422	07/13/2007	CRP	10.00	REF	744655		DEBORAH FARLEY		RES LOST LIBRARY BOOKS	/2041	
2008/01/000422	07/13/2007	CRP	14.80	REF	744656		TATA PORTIER		RES LOST LIBRARY BOOKS	/1090	
2008/01/000707	07/20/2007	CRP	11.10	REF	747110		SEAN HOZEMPA		RES LOST LIBRARY BOOKS	/2366	
2008/01/000707	07/20/2007	CRP	15.00	REF	747114		KRISTINE JONES		RES LOST LIBRARY BOOKS	/108	
2008/01/000707	07/20/2007	CRP	15.95	REF	747115		JEAN MAXIME ARNAUD		RES LOST LIBRARY BOOKS	/5084	
2008/01/000707	07/20/2007	CRP	5.70	REF	747108		CATHERINE BROWN		RES LOST LIBRARY BOOKS	/6915	
2008/01/000707	07/20/2007	CRP	11.00	REF	747117		EUGENE M GORSKI		RES LOST LIBRARY BOOKS	/3997	
2008/01/000707	07/20/2007	CRP	14.00	REF	747113		LAURA THEROUX		RES LOST LIBRARY BOOKS	/587	
2008/01/000707	07/20/2007	CRP	-11.00	REF	747109		NORMA CRUZ		RES LOST LIBRARY BOOKS	/6915	
2008/01/000707	07/20/2007	CRP	20.30	REF	747119		Reversal / 747117		RES LOST LIBRARY BOOKS	/3705	
2008/01/000707	07/20/2007	CRP	27.30	REF	747121		JENNY KOMAL		RES LOST LIBRARY BOOKS	/170	
2008/01/000707	07/20/2007	CRP	13.50	REF	747123		JAMIE CHANANOVICH		RES LOST LIBRARY BOOKS	/830	
2008/01/000707	07/20/2007	CRP	40.53	REF	747125		KATHY PARADYSZ		RES LOST LIBRARY BOOKS	/1210	
2008/01/000707	07/20/2007	CRP	18.00	REF	747136		C PENNIE-WILLIAMS		RES LOST LIBRARY BOOKS	/6915	
2008/01/000807	07/27/2007	API	16.11	VND	001209	VCH	ELIZABETH JACKSON		RES LOST LIBRARY BOOKS		
2008/01/000807	07/27/2007	API	59.01	VND	043157	VCH	EUGENE GORSKI		RES LOST LIBRARY BOOKS		
2008/01/000807	07/27/2007	API	55.53	VND	043157	VCH	DEMCO		RES LOST LIBRARY BOOKS		
2008/01/000807	07/27/2007	API	260.20	VND	009510	VCH	RACO INDUSTRIES		RES LOST LIBRARY BOOKS		
2008/02/000050	08/03/2007	API	87.99	VND	041448	VCH	RACO INDUSTRIES		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	312.00	REF	753588		RECORDED BOOKS INC		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	5.00	REF	753564		CDW GOVERNMENT		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	8.00	REF	753573		CUSTOMER		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	16.99	REF	753580		NANCY Y COLON		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	7.50	REF	753569		MARGARET FABBRI		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	4.99	REF	753559		MARTHA J NOONAN		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	10.00	REF	753577		CINDY A KOCOR		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	12.00	REF	761242		CLAPP MEM LIBRARY		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	14.95	REF	761245		JESSICA HART		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	14.95	REF	761243		VICTORIA CARSTENSEN		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	6.50	REF	761237		JENNIFER HYDEFROST		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	5.60	REF	761236		LYNN M LEMAY		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	7.00	REF	761238		NATALYA DEREVIANCHUK		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	395.20	REF	761274		CHRISTINE WHITEHEAD		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	18.30	REF	761255		CUSTOMER		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	8.60	REF	761240		LINDA VINE		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP	18.10	REF	761251		KRISTEN SACKETT		RES LOST LIBRARY BOOKS		
2008/02/000414	08/10/2007	CRP					NEELLY KOLBSNIK		RES LOST LIBRARY BOOKS		

JOURNAL DETAIL 2008 0 TO 2008 13

FOR 2008  
ACCOUNTS FOR POST LIBRARY BKS  
2918  
ORIGINAL  
APPROP  
TRANSFERS/  
ADJUSTMENTS  
REVISED  
BUDGET  
YTD EXPENDED  
ENC/REQ  
AVAILABLE  
BUDGET  
PCT  
USED

**COPY**

29186106 549566 RES LOST LIBRARY BK

2008/02/000655	08/17/2007	CRP	24.00	REF	761259	DIANE BEAUREGARD	RES LOST LIBRARY BOOKS	/2173	452886
2008/02/000764	08/24/2007	API	17.44	VND	017542	BAKER & TAYLOR ENTER	LIBRARY MEDIA REPLACEMENTS		452903
2008/02/000764	08/24/2007	API	12.84	VND	000102	BRO-DART INC	BOOKS FOR BOOKS		452903
2008/02/000764	08/24/2007	API	23.04	VND	000102	BRO-DART INC	BOOK STICKERS		452903
2008/02/000764	08/24/2007	API	-23.04	VND	000102	BRO-DART INC	CREDIT		452915
2008/02/000764	08/24/2007	API	225.78	VND	046066	CHECKPOINT	DVD CASES		452915
2008/02/000764	08/24/2007	API	559.30	VND	046066	CHECKPOINT	REPLACEMENT COVER-UPS AND CA		452915
2008/02/000764	08/24/2007	API	613.00	VND	046066	CHECKPOINT	REPLACEMENT COVER-UPS AND CA		452915
2008/02/000764	08/24/2007	API	8.55	VND	001209	DEMCO	BOOK LABELS		452945
2008/02/000764	08/24/2007	API	21.34	VND	000322	GAYLORD BROS	BOOK POCKETS		452967
2008/02/000764	08/24/2007	API	22.99	VND	016180	THE VIDEO STORE SHOP	VIDEO LABELS		453088
2008/02/000764	08/31/2007	API	99.80	VND	001209	DEMCO	LABELS AND BOOK JACKETS		453387
2008/02/001071	08/31/2007	API	8.32	VND	001209	DEMCO	LABELS AND BOOK JACKETS		453387
2008/02/001071	08/31/2007	API	162.59	VND	043157	RACO INDUSTRIES	PAPER ROLLS FOR BOOK DUE SLI		453526
2008/02/001071	08/31/2007	API	205.00	VND	000858	US POST OFFICE	STAMPS FOR OVERDUES		453582
2008/02/001188	08/31/2007	CRP	5.00	REF	765980	AMY DEBETTCOURT	RES LOST LIBRARY BOOKS	/1512	
2008/02/001188	08/31/2007	CRP	5.55	REF	765982	JESSICA L CONDE	RES LOST LIBRARY BOOKS	/1222	
2008/02/001188	08/31/2007	CRP	4.90	REF	765979	MIRNA BONILLA	RES LOST LIBRARY BOOKS	/2745	
2008/02/001188	08/31/2007	CRP	10.00	REF	765983	SUE ANN THEROUX	RES LOST LIBRARY BOOKS	/1338	
2008/02/001188	08/31/2007	CRP	400.00	REF	765993	CUSTOMER	RES LOST LIBRARY BOOKS	/1377	
2008/02/001188	08/31/2007	CRP	17.50	REF	765986	MADELINE PRESZ	RES LOST LIBRARY BOOKS	/1377	
2008/02/001188	08/31/2007	CRP	15.99	REF	765985	CHERIE M HANECHAK	RES LOST LIBRARY BOOKS	/6762	
2008/02/001188	08/31/2007	CRP	15.90	REF	765984	LAURA THEROUX	RES LOST LIBRARY BOOKS	/4003	
2008/02/001188	08/31/2007	CRP	680.00	REF	773218	CUSTOMER	RES LOST LIBRARY BOOKS	/3027	
2008/03/000279	09/14/2007	CRP	20.00	REF	773247	LISA LEBEAU	RES LOST LIBRARY BOOKS	/1222	
2008/03/000279	09/14/2007	CRP	5.00	REF	773225	MELISSA MCGAHER	RES LOST LIBRARY BOOKS	/0284	
2008/03/000279	09/14/2007	CRP	1.00	REF	773223	DEBRA ALEXOPOULOS	RES LOST LIBRARY BOOKS	/1225	
2008/03/000279	09/14/2007	CRP	6.50	REF	773226	REBECCA BRYER	RES LOST LIBRARY BOOKS	/1050	
2008/03/000279	09/14/2007	CRP	17.49	REF	773236	CHRISTINE LESSING	RES LOST LIBRARY BOOKS	/0735	
2008/03/000279	09/14/2007	CRP	17.00	REF	773233	NANCI NEVES	RES LOST LIBRARY BOOKS	/5880	
2008/03/000279	09/14/2007	CRP	16.99	REF	773233	MARY CROTTY SHARMA	RES LOST LIBRARY BOOKS	/927	
2008/03/000279	09/14/2007	CRP	6.80	REF	773228	KATHLEEN MCGRATH	RES LOST LIBRARY BOOKS	/3815	
2008/03/000279	09/14/2007	CRP	12.94	REF	773230	LISA BERTON	RES LOST LIBRARY BOOKS	/040	
2008/03/000279	09/14/2007	CRP	24.00	REF	773248	SUSAN FRANCIS	RES LOST LIBRARY BOOKS	/114	
2008/03/000279	09/14/2007	CRP	17.00	REF	773242	FRANK CABLE	RES LOST LIBRARY BOOKS		
2008/03/000760	09/28/2007	API	298.00	VND	000858	US POST OFFICE	STAMPS FOR OVERDUES		
2008/04/000133	10/05/2007	API	60.12	VND	001209	DEMCO	BOOK SUPPLIES		
2008/04/000133	10/05/2007	API	86.88	VND	001209	DEMCO	BOOK SUPPLIES		
2008/04/000225	10/05/2007	CRP	5.95	REF	781445	HEIDI-ANN COURTNEY	RES LOST LIBRARY BOOKS	/4441	
2008/04/000225	10/05/2007	CRP	9.50	REF	781443	MARJORIE SANTOS	RES LOST LIBRARY BOOKS	/4011	
2008/04/000225	10/05/2007	CRP	10.00	REF	781444	ANGELA LAFRANCE	RES LOST LIBRARY BOOKS	/1488	
2008/04/000225	10/05/2007	CRP	11.20	REF	781445	MICHELLE GRACI	RES LOST LIBRARY BOOKS	/987	
2008/04/000225	10/05/2007	CRP	11.59	REF	781446	LINDA HERON	RES LOST LIBRARY BOOKS	/1505	
2008/04/000225	10/05/2007	CRP	25.00	REF	781455	ASHLEY JACOBS	RES LOST LIBRARY BOOKS	/1332	
2008/04/000225	10/05/2007	CRP	18.00	REF	781454	SHIRLENE FLOWERS	RES LOST LIBRARY BOOKS	/1854	
2008/04/000225	10/05/2007	CRP	25.00	REF	781456	LISA CONNAUGHTON	RES LOST LIBRARY BOOKS	/567	

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ACCOUNTS FOR  
2918 RES LOST LIBRARY BKS  
29186108 5495604 RES LOST LIBRARY BK

ORIGINAL APPROV TRANSFER/ ADJUSTMENTS REVISED BUDGET YTD EXPENDED ENC/REQ AVAILABLE BUDGET PCT USED

2008/04/000225	10/05/2007	CRP	16.00	REF	781453	ROBERT ALFARONE	RES LOST LIBRARY BOOKS	/1547		
2008/04/000225	10/05/2007	CRP	6.00	REF	781430	DEBORAH BLANCHARD	RES LOST LIBRARY BOOKS	/0650		
2008/04/000225	10/05/2007	CRP	13.00	REF	781450	TAMMY EISKE	RES LOST LIBRARY BOOKS	/2058		
2008/04/000225	10/05/2007	CRP	11.80	REF	781447	JILL WINCHESTER	RES LOST LIBRARY BOOKS	/107		
2008/04/000225	10/05/2007	CRP	5.00	REF	781417	CHRISTA CARDILLO	RES LOST LIBRARY BOOKS	/1721		
2008/04/000225	10/05/2007	CRP	9.00	REF	781439	DEBBIE HANNUM-ADMAN	RES LOST LIBRARY BOOKS	/1475		
2008/04/000225	10/05/2007	CRP	5.80	REF	781422	JESSICA CONDE	RES LOST LIBRARY BOOKS	/252		
2008/04/000225	10/05/2007	CRP	15.95	REF	781452	CUSTOMER	RES LOST LIBRARY BOOKS/1404582			
2008/04/000225	10/05/2007	CRP	11.80	REF	781448	JILL MCINTOSH	RES LOST LIBRARY BOOKS	/987		
2008/04/000225	10/05/2007	CRP	8.00	REF	781432	KIMBERLY MEUNIER	RES LOST LIBRARY BOOKS	/2311		
2008/04/000225	10/05/2007	CRP	12.00	REF	781449	MICHELLE MARTINEZ	RES LOST LIBRARY BOOKS	/119		
2008/04/000225	10/05/2007	CRP	8.90	REF	781434	KELLY TUNSTALL	RES LOST LIBRARY BOOKS	/8.90		
2008/04/000225	10/05/2007	CRP	905.00	REF	781461	CUSTOMER	RES LOST LIBRARY BOOKS	/CASH		
2008/04/000225	10/05/2007	CRP	14.30	REF	781451	CHEERL WHEELER	RES LOST LIBRARY BOOKS	/1470		
2008/04/000777	10/19/2007	API	33.98	VND	016311	SCHWAAB, INC.	RES LOST LIBRARY BOOKS	/CASH		456332
2008/04/000828	10/19/2007	CRP	296.00	REF	787148	CUSTOMER	RES LOST LIBRARY BOOKS	/6427		
2008/04/000828	10/19/2007	CRP	8.00	REF	787130	TERESA MULLAY	RES LOST LIBRARY BOOKS	/529		
2008/04/000828	10/19/2007	CRP	10.75	REF	787133	SHARLINE MARSDEN	RES LOST LIBRARY BOOKS	/6752		
2008/04/000828	10/19/2007	CRP	5.50	REF	787125	SUSAN LESSARD	RES LOST LIBRARY BOOKS	/522		
2008/04/000828	10/19/2007	CRP	12.00	REF	787134	BRIDGETTE LANGEVIN	RES LOST LIBRARY BOOKS	/1694		
2008/04/000828	10/19/2007	CRP	10.30	REF	787131	DAMARIS RIVERA	RES LOST LIBRARY BOOKS	/3827		
2008/04/000828	10/19/2007	CRP	25.00	REF	787136	DAVID GILBEIN	RES LOST LIBRARY BOOKS			456818
2008/04/000936	10/26/2007	API	298.00	VND	000858	US POST OFFICE	RES LOST LIBRARY BOOKS	/CASH		
2008/05/000503	11/09/2007	CRP	715.00	REF	795935	CUSTOMER	RES LOST LIBRARY BOOKS	/240		
2008/05/000503	11/09/2007	CRP	25.00	REF	795930	PATRICK SILBAUGH	RES LOST LIBRARY BOOKS	/2153		
2008/05/000503	11/09/2007	CRP	20.70	REF	795929	ANN KNIGHT	RES LOST LIBRARY BOOKS	/2067		
2008/05/000503	11/09/2007	CRP	19.30	REF	795928	LORI HAMELIN	RES LOST LIBRARY BOOKS	/1644		
2008/05/000503	11/09/2007	CRP	17.00	REF	795924	MINDY BROGA	RES LOST LIBRARY BOOKS	/1645		
2008/05/000503	11/09/2007	CRP	14.00	REF	795922	MINDY BROGA	RES LOST LIBRARY BOOKS	/889		
2008/05/000503	11/09/2007	CRP	10.00	REF	795920	CHER PENNIE-WILLIAMS	RES LOST LIBRARY BOOKS	/355		
2008/05/000503	11/09/2007	CRP	6.00	REF	795919	JENNIFER LETELLIER	RES LOST LIBRARY BOOKS	/0258		
2008/05/000503	11/09/2007	CRP	2.00	REF	795918	MELISSA MCGAHER	RES LOST LIBRARY BOOKS	/159		
2008/05/000503	11/09/2007	CRP	18.30	REF	795927	ADRIENNE GERKEN	RES LOST LIBRARY BOOKS			458074
2008/05/000672	11/16/2007	API	564.36	VND	046066	CHECKPOINT	COVERUP, REPLACM DVD CASES			458074
2008/05/000672	11/16/2007	API	612.78	VND	046066	CHECKPOINT	COVERUP, REPLACM DVD CASES			459306
2008/06/000158	12/07/2007	API	45.65	VND	009510	RECORDED BOOKS INC	REPLACEMENT CASS, DISCS, CAS			459336
2008/06/000158	12/07/2007	API	36.65	VND	009510	RECORDED BOOKS INC	REPLACEMENT CASS, DISCS, CAS			459015
2008/06/000158	12/07/2007	API	5.00	VND	019181	BBC AUDIO BOOKS	REPLACEMENT CASS, DISC			459015
2008/06/000158	12/07/2007	API	12.59	VND	019181	BBC AUDIO BOOKS	REPLACEMENT CASS, DISC			459015
2008/06/000158	12/07/2007	API	75.65	VND	000322	BBC AUDIO BOOKS	REPLACEMENT CASS, DISC			459166
2008/06/000158	12/07/2007	API	328.00	VND	000858	US POST OFFICE	STAMPS FOR OVERDUES			459403
2008/06/000158	12/07/2007	API	162.71	VND	043157	PACO INDUSTRIES	PAPER FOR OVERDUES			459333
2008/06/000158	12/07/2007	API	120.85	VND	007461	BOOK WHOLESALERS INC	BOOK SUPPLIES/REAR BUDS			459031
2008/06/000253	12/07/2007	CRP	10.80	REF	817595	NANCY LAPIERRE	RES LOST LIBRARY BOOKS	/2677		
2008/06/000253	12/07/2007	CRP	29.95	REF	817623	MARGARET O'DEA	RES LOST LIBRARY BOOKS	/2058		

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

FOR 2008

ACCOUNTS FOR RES LOST LIBRARY BKS

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29186100 RES LOST LIBRARY BK

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ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
29.95 REF 817622	YKATERINA IONKIN		RES LOST LIBRARY BOOKS		/605	
11.40 REF 817600	G PARENTEAU		RES LOST LIBRARY BOOKS		/528	
25.00 REF 817621	MEGAN HIERSCHE		RES LOST LIBRARY BOOKS		/363	
25.00 REF 817620	ANNA GIEC		RES LOST LIBRARY BOOKS		/2100	
21.60 REF 817619	KARI TROMBLEY		RES LOST LIBRARY BOOKS		/2557	
13.00 REF 817607	SEAN HOZEMPA		RES LOST LIBRARY BOOKS		/1132	
21.45 REF 817618	JESSICA LISWELL		RES LOST LIBRARY BOOKS		/234	
763.00 REF 817626	CUSTOMER		RES LOST LIBRARY BOOKS		/CASH	
19.30 REF 817616	G PARENTEAU		RES LOST LIBRARY BOOKS		/529	
8.50 REF 817579	M ANNECHITARIO		RES LOST LIBRARY BOOKS		/3041	
15.00 REF 817611	EILEEN BROOKS		RES LOST LIBRARY BOOKS		/1346	
18.00 REF 817614	KIMBERLY RICHARDS		RES LOST LIBRARY BOOKS		/1299	
9.00 REF 817583	EILEEN BROOKS		RES LOST LIBRARY BOOKS		/1345	
4.50 REF 817567	JESSICA CONDE		RES LOST LIBRARY BOOKS		/135	
10.60 REF 817591	ALLIA DZITA		RES LOST LIBRARY BOOKS		/1318	
10.00 REF 817586	LORI LORENZO		RES LOST LIBRARY BOOKS		/874	
4.00 REF 817563	LIDIVA IONKIN		RES LOST LIBRARY BOOKS		/742	
5.00 REF 817571	THOMAS MARTIN		RES LOST LIBRARY BOOKS		/1077	
8.40 REF 817575	TANIA MONTEIRO		RES LOST LIBRARY BOOKS		/2254	
7.80 VND 001209	DEMCO		BOOK LABELS			459555
133.15 VND 001209	DEMCO		BOOK JACKETS, LABELS			459555
-3.08 VND 001209	DEMCO		CREDIT MEMO INV #3005900			459555
11.11 VND 000322	GAYLORD BROS		BOOK SUPPLIES			459577
12.00 REF 827787	JILL MCINTOSH		RES LOST LIBRARY BOOKS		/721	
15.93 REF 827788	GORDAREED GARDIN		RES LOST LIBRARY BOOKS		/112	
11.50 REF 827786	JAMIE LACOURCIERE		RES LOST LIBRARY BOOKS		/442	
20.40 REF 827789	ANN FORRESTER		RES LOST LIBRARY BOOKS		/341	
10.00 REF 827784	C PENNIE-WILLIAMS		RES LOST LIBRARY BOOKS		/902	
24.00 REF 827790	MELISSA SZUMSKI		RES LOST LIBRARY BOOKS		/1440	
695.00 REF 827793	CUSTOMER		RES LOST LIBRARY BOOKS		/CASH	
10.00 REF 827783	KRISTEN SACKETT		RES LOST LIBRARY BOOKS		/703	
5.00 REF 827779	GRACE GURA		RES LOST LIBRARY BOOKS		/572	
9.30 REF 827780	PAULA ZAITZ		RES LOST LIBRARY BOOKS		/3120	
10.00 REF 827782	ERIC BOTESINI		RES LOST LIBRARY BOOKS		/2251	
9.50 REF 827781	LORI CINTRON		RES LOST LIBRARY BOOKS		/706	
59.50 VND 043157	RACO INDUSTRIES		PRINTER RIBBON			460920
9.59 VND 019181	BBC AUDIO BOOKS		REPLACEMENT CASS, DISC			460769
3.00 REF 832818	JOANNE NAMARCAJ		RES LOST LIBRARY BOOKS		/108	
16.70 REF 832830	SEAN HOZEMPA		RES LOST LIBRARY BOOKS		/1135	
6.00 REF 832822	DEBRA TAMBURRO		RES LOST LIBRARY BOOKS		/3858	
350.00 REF 832855	CUSTOMER		RES LOST LIBRARY BOOKS		/CASH	
10.00 REF 832823	CHRISTINE HEBERT		RES LOST LIBRARY BOOKS		/5455	
30.00 REF 832840	KERRYANN HOGGTON		RES LOST LIBRARY BOOKS		/5359	
11.70 REF 832824	KAREN PION		RES LOST LIBRARY BOOKS		/1698	
17.89 REF 832831	CHELIE HANECHAK		RES LOST LIBRARY BOOKS		/6824	
12.60 REF 832826	EILEEN GUSTAFSON		RES LOST LIBRARY BOOKS		/0957	

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ACCOUNTS - FIVE  
2918  
FES LOST LIBRARY BKS

**COPY**

29186108-549500 RES LOST LIBRARY BK

ORIGINAL  
APPROB

TRANERS/  
ADJSTMTS

REVISED  
BUDGET

YTD EXPENDED

ENC/REQ

AVAILABLE	PCT
BUDGET	USED
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2008/07/000120	01/04/2008	CRP	20.80	REF	832837	JESSICA KING	RES LOST LIBRARY BOOKS	/911	
2008/07/000120	01/04/2008	CRP	14.98	REF	832828	TUE JARVIS	RES LOST LIBRARY BOOKS	/07906213	
2008/07/000120	01/04/2008	CRP	19.20	REF	832833	SU FERRIS-HOWELL	RES LOST LIBRARY BOOKS	/466	
2008/07/000684	01/18/2008	CRP	10.00	REF	838516	CASSIE GREANEY	RES LOST LIBRARY BOOKS	/556	
2008/07/000684	01/18/2008	CRP	502.00	REF	838536	CUSTOMER	RES LOST LIBRARY BOOKS	/CASH	
2008/07/000684	01/18/2008	CRP	21.00	REF	838525	CHERIE PERUSSE	RES LOST LIBRARY BOOKS	/301	
2008/07/000684	01/18/2008	CRP	10.00	REF	838515	UCHE OGWUDU	RES LOST LIBRARY BOOKS	/992	
2008/07/000684	01/18/2008	CRP	25.00	REF	838526	MELISSA MCGAHEE	RES LOST LIBRARY BOOKS	/0261	
2008/07/000684	01/18/2008	CRP	3.90	REF	838514	KATHLEEN GARVEY	RES LOST LIBRARY BOOKS	/400	
2008/07/000684	01/18/2008	CRP	30.00	REF	838529	CHARIBEL SANTOS	RES LOST LIBRARY BOOKS	/118	
2008/07/000684	01/18/2008	CRP	12.00	REF	838520	JESSICA DONAIS	RES LOST LIBRARY BOOKS	/1214	
2008/07/000684	01/18/2008	CRP	25.84	REF	838527	TAMOTY FISKE	RES LOST LIBRARY BOOKS	/2097	
2008/07/000684	01/18/2008	CRP	48.89	REF	838531	WILLIAM R WILLIAMS	RES LOST LIBRARY BOOKS	/1500	
2008/07/000684	01/18/2008	CRP	19.00	REF	838524	LISA PARROW	RES LOST LIBRARY BOOKS	/1222	
2008/07/000684	01/18/2008	CRP	37.70	REF	838530	CUSTOMER	RES LOST LIBRARY BOOKS	/3172	
2008/07/000684	01/18/2008	CRP	15.00	REF	838523	CYNTHIA MASSE	RES LOST LIBRARY BOOKS	/2992	
2008/07/000684	01/18/2008	CRP	12.98	REF	838522	ROXANNE BLASE	RES LOST LIBRARY BOOKS	/301	
2008/07/000684	01/18/2008	CRP	12.90	REF	838521	HEATHER VALLEY	RES LOST LIBRARY BOOKS	/997	
2008/07/000684	01/18/2008	CRP	10.90	REF	838517	TARA PORTIER	RES LOST LIBRARY BOOKS	/2107	
2008/07/001025	01/31/2008	CRP	5.00	REF	844015	GALINA BABICH	RES LOST LIBRARY BOOKS	/380	
2008/07/001025	01/31/2008	CRP	21.00	REF	844064	SEAN HOZEMPA	RES LOST LIBRARY BOOKS	/1137	
2008/07/001025	01/31/2008	CRP	20.90	REF	844062	GERALDINE PARENTEAU	RES LOST LIBRARY BOOKS	/569	
2008/07/001025	01/31/2008	CRP	19.00	REF	844061	MAURA GIROUARD	RES LOST LIBRARY BOOKS	/1544	
2008/07/001025	01/31/2008	CRP	10.00	REF	844037	C PENNIE-WILLIAMS	RES LOST LIBRARY BOOKS	/918	
2008/07/001025	01/31/2008	CRP	5.00	REF	844017	RACHEL DOUGLASS	RES LOST LIBRARY BOOKS	/680	
2008/07/001025	01/31/2008	CRP	15.40	REF	844054	MARY FITZGUGH	RES LOST LIBRARY BOOKS	/2277	
2008/07/001025	01/31/2008	CRP	5.00	REF	844018	ANTHONY FONTAINE	RES LOST LIBRARY BOOKS	/3590	
2008/07/001025	01/31/2008	CRP	14.95	REF	844052	JOAN LESSER	RES LOST LIBRARY BOOKS	/1351	
2008/07/001025	01/31/2008	CRP	912.30	REF	844071	AILIJA DZILJA	RES LOST LIBRARY BOOKS	/CASH	
2008/07/001025	01/31/2008	CRP	12.60	REF	844050	CUSTOMER	RES LOST LIBRARY BOOKS	/185	
2008/07/001025	01/31/2008	CRP	5.00	REF	844019	ROBERT PAY	RES LOST LIBRARY BOOKS	/9175	
2008/07/001025	01/31/2008	CRP	7.80	REF	844030	BETH LAPOINTE	RES LOST LIBRARY BOOKS	/104	
2008/07/001025	01/31/2008	CRP	10.20	REF	844041	BERNDETTE TABURY	RES LOST LIBRARY BOOKS	/1471	
2008/07/001025	01/31/2008	CRP	5.40	REF	844021	CATHERINE PETERS	RES LOST LIBRARY BOOKS	/1113	
2008/07/001025	01/31/2008	CRP	2.00	REF	844012	HELEN KILUNGIAN	RES LOST LIBRARY BOOKS	/1140	
2008/07/001025	01/31/2008	CRP	6.00	REF	844024	SEAN HOZEMPA	RES LOST LIBRARY BOOKS	/6954	
2008/07/001025	01/31/2008	CRP	8.00	REF	844032	CATHARINE ZOLKOS	RES LOST LIBRARY BOOKS	/295	
2008/07/001025	01/31/2008	CRP	7.10	REF	844027	JACLYN PROVENCHER	RES LOST LIBRARY BOOKS	/172	
2008/07/001025	01/31/2008	CRP	3.60	REF	844013	ALINA MATUSHEVSKAYA	RES LOST LIBRARY BOOKS	/1633	
2008/07/001025	01/31/2008	CRP	12.50	REF	844047	NANCY LINGENFELTER	RES LOST LIBRARY BOOKS	/2062	
2008/07/001025	01/31/2008	CRP	4.99	REF	844014	LINDA MANNO	RES LOST LIBRARY BOOKS	/6186	
2008/08/000045	02/01/2008	API	11.40	VND	001209	KAREN ANDERSON	DEMCO		462504
2008/08/000045	02/01/2008	API	60.00	VND	041448	CDW GOVERNMENT	BOOK LABELS		462475
2008/08/000045	02/01/2008	API	57.10	VND	000322	GAYLORD BROS	AUDIO CASES		462526
2008/08/000045	02/01/2008	API	53.35	VND	000322	GAYLORD BROS	BOOK SUPPLIES		462526

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29186108-549500 RES LOST LIBRARY BK

ACCOUNTS FOR LOST LIBRARY BKS	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
2008/08/000045 02/01/2008 API	366.40 VND	000322 VCH	GAYLORD BROS	BOOK LABEL PROTECTORS			462526
2008/08/000486 02/15/2008 API	205.00 VND	000858 VCH	US POST OFFICE	STAMPS FOR OVERDUES			463696
2008/08/000486 02/15/2008 API	59.50 VND	043157 VCH	RACO INDUSTRIES	RIBBONS FOR PRINTERS			463644
2008/08/000658 02/15/2008 CRP	11.00 REF	848999	LISA CHARTER	RES LOST LIBRARY BOOKS		/1724	
2008/08/000658 02/15/2008 CRP	735.50 REF	849008	CUSTOMER	RES LOST LIBRARY BOOKS		/CASH	
2008/08/000658 02/15/2008 CRP	23.00 REF	849004	ROBERT ROLLER	RES LOST LIBRARY BOOKS		/557	
2008/08/000658 02/15/2008 CRP	17.60 REF	849002	MARIA MARTEL	RES LOST LIBRARY BOOKS		/657	
2008/08/000658 02/15/2008 CRP	10.00 REF	848998	APRIL PROCON	RES LOST LIBRARY BOOKS		/4593	
2008/08/000658 02/15/2008 CRP	9.10 REF	848997	C PENNIE-WILLIAMS	RES LOST LIBRARY BOOKS		/924	
2008/08/000658 02/15/2008 CRP	32.35 REF	849005	STEPHANIE BORYCZKA	RES LOST LIBRARY BOOKS		/527	
2008/08/000658 02/15/2008 CRP	9.00 REF	848996	JENNIFER NGICI	RES LOST LIBRARY BOOKS		/0278	
2008/08/000658 02/15/2008 CRP	4.90 REF	848995	KATHLEEN HALPIN	RES LOST LIBRARY BOOKS		/8781	
2008/08/000658 02/15/2008 CRP	15.00 REF	849001	JESSICA LISWELL	RES LOST LIBRARY BOOKS		/242	
2008/08/000658 02/15/2008 CRP	3.33 REF	848994	SUSAN MIENIKOWSKI	RES LOST LIBRARY BOOKS		/467	
2008/08/000658 02/15/2008 CRP	11.40 REF	849000	SUSAN STYCKIEWICZ	RES LOST LIBRARY BOOKS		/173	
2008/08/000658 02/15/2008 CRP	18.60 REF	849003	PAMELA EWING	RES LOST LIBRARY BOOKS		/2596	
2008/08/001139 02/29/2008 CRP	6.80 REF	862596	APRIL PROCON	RES LOST LIBRARY BOOKS		/1111	
2008/08/001139 02/29/2008 CRP	7.00 REF	862597	CHERYL PRZEDZIECKI	RES LOST LIBRARY BOOKS		/1128	
2008/08/001139 02/29/2008 CRP	15.00 REF	862603	JOUBETHZY RODRIGUEZ	RES LOST LIBRARY BOOKS		/259	
2008/08/001139 02/29/2008 CRP	33.50 REF	862606	J KLESZCZYNSKI	RES LOST LIBRARY BOOKS		/1648	
2008/08/001139 02/29/2008 CRP	12.90 REF	862600	LOUIS FOSTER	RES LOST LIBRARY BOOKS		/373	
2008/08/001139 02/29/2008 CRP	2.00 REF	862594	JANET RIVERA	RES LOST LIBRARY BOOKS		/307	
2008/08/001139 02/29/2008 CRP	9.30 REF	862599	LAURIE BEEM	RES LOST LIBRARY BOOKS		/128	
2008/08/001139 02/29/2008 CRP	769.00 REF	862611	CUSTOMER	RES LOST LIBRARY BOOKS		/CASH	
2008/08/001139 02/29/2008 CRP	7.00 REF	862598	MICHELE TRENADEL	RES LOST LIBRARY BOOKS		/366	
2008/08/001139 02/29/2008 CRP	15.10 REF	862605	LINDA HERRON	RES LOST LIBRARY BOOKS		/612	
2008/09/000205 03/07/2008 API	35.26 VND	001209 VCH	DEMCO	BOOK LABELS			464554
2008/09/000205 03/07/2008 API	141.04 VND	001209 VCH	ERIC CARLE MUSEUM	BOOK LABELS			464554
2008/09/000205 03/07/2008 API	250.00 VND	046949 VCH	INGRAM LIBRARY SERV	2 MUSEUM PASSES			464590
2008/09/000205 03/07/2008 API	51.08 VND	006658 VCH	NEW ENGLAND AIR	BOOK REPLACEMENTS			464698
2008/09/000205 03/07/2008 API	130.00 VND	046113 VCH	INGRAM LIBRARY SERV	AIR MUSEUM PASSES			464834
2008/09/000205 03/07/2008 API	200.00 VND	046109 VCH	NORMAN ROCKWELL MUSE	MUSEUM PASSES			464845
2008/09/000205 03/07/2008 API	280.00 VND	041800 VCH	SPRINGFIELD LIBRARY	4 MUSEUM PASSES			464963
2008/09/000247 03/07/2008 API	450.00 VND	041607 VCH	HOLYOKE CHILDREN'S M	2 MUSEUM PASSES			464681
2008/09/000553 03/14/2008 API	110.00 VND	012070 VCH	RAYCAN TECHNOLOGIES	DUE DATE SUPPLIES FOR BOOKS			465262
2008/09/000558 03/14/2008 API	237.99 VND	041448 VCH	CDW GOVERNMENT	BOOK LABELS			465280
2008/09/000558 03/14/2008 API	50.40 VND	006658 VCH	INGRAM LIBRARY SERV	LIBRARY BOOKS			465345
2008/09/000558 03/14/2008 API	110.22 VND	006658 VCH	INGRAM LIBRARY SERV	LIBRARY BOOKS			465345
2008/09/000558 03/14/2008 API	115.26 VND	043157 VCH	RACO INDUSTRIES	PAPER FOR DUE DATE SLIPS			465345
2008/09/000803 03/21/2008 API	500.00 VND	007007 VCH	MYSTIC SEAPORT MUSEU	MYSTIC SEAPORT PASSES			465404
2008/09/000944 03/21/2008 CRP	16.20 REF	891845	CHERYL WHEELER	RES LOST LIBRARY BOOKS		/1935	
2008/09/000944 03/21/2008 CRP	31.00 REF	891860	KELLY WALSH	RES LOST LIBRARY BOOKS		/0595	
2008/09/000944 03/21/2008 CRP	38.00 REF	891861	CUSTOMER	RES LOST LIBRARY BOOOS		/2558	
2008/09/000944 03/21/2008 CRP	10.00 REF	891791	JACQUELINE PAUL	RES LOST LIBRARY BOOOS		/36258	
2008/09/000944 03/21/2008 CRP	15.00 REF	891797	JACLYN PROVENCHER	RES LOST LIBRARY BOOOS		/255	
2008/09/000944 03/21/2008 CRP	6.00 REF	891786	CINDY COLE	RES LOST LIBRARY BOOOS		/302	
2008/09/000944 03/21/2008 CRP				RES LOST LIBRARY BOOOS		/1515	



FOR 2008

JOURNAL DETAIL 2008 0 TO 2008 13

ACCOUNTS FOR  
 2918 RES LOST LIBRARY BKS

ORIGINAL  
 APPROP

TRANSFERS/  
 ADJUSTMENTS

REVISED  
 BUDGET

YTD EXPENDED

ENC/REQ

AVAILABLE  
 BUDGET

PCT  
 USED

COPY

29186108 545500 RES LOST LIBRARY BK

2008/09/000944	03/21/2008	CRP	716.00	REF	891869	CUSTOMER	RES LOST LIBRARY BOOKS	/CASH	466144
2008/09/000944	03/21/2008	CRP	14.55	REF	891796	CHELY PENNIE-WILLIA	RES LOST LIBRARY BOOKS	/927	466150
2008/09/000944	03/21/2008	CRP	3.60	REF	891784	JOLENE MARTUNAS	RES LOST LIBRARY BOOKS	/3175	466153
2008/09/000944	03/21/2008	CRP	10.00	REF	891787	MELISSA CONNORS	RES LOST LIBRARY BOOKS	/237	466172
2008/09/000944	03/21/2008	CRP	12.00	REF	891795	GRACE GURA	RES LOST LIBRARY BOOKS	/587	466172
2008/09/000944	03/21/2008	CRP	26.99	REF	891849	MELISSA CONDE	RES LOST LIBRARY BOOKS	/143	466172
2008/09/000944	03/21/2008	CRP	10.50	REF	891793	MICHAEL EHRESMAN	RES LOST LIBRARY BOOKS	/199	466204
2008/09/000944	03/21/2008	CRP	27.94	REF	891854	MELISSA CONDE	RES LOST LIBRARY BOOKS	/157	466245
2008/09/001056	03/28/2008	API	217.37	VND	001209	DEMCO	BOOK LABELS		466144
2008/09/001056	03/28/2008	API	250.00	VND	002550	FOREST PARK ZOOLOGIC	ZOO PARK PASS		466150
2008/09/001056	03/28/2008	API	25.33	VND	000322	GAYLORD BROS	MAGIC-MEND FOR BOOKS		466153
2008/09/001056	03/28/2008	API	186.66	VND	006658	INGRAM LIBRARY SERV	LIBRARY BOOKS		466172
2008/09/001056	03/28/2008	API	10.20	VND	006658	INGRAM LIBRARY SERV	LIBRARY BOOKS		466172
2008/09/001056	03/28/2008	API	64.71	VND	006658	INGRAM LIBRARY SERV	LIBRARY BOOKS		466172
2008/09/001056	03/28/2008	API	150.00	VND	045720	MYSTIC AQUARIUM	MYSTIC AQUARIUM PASSES		466204
2008/09/001056	03/28/2008	API	200.00	VND	014501	THE SPORTS MUSEUM OF	MUSEUM PASS		466245
2008/10/000046	04/04/2008	API	218.04	VND	006658	INGRAM LIBRARY SERV	LIBRARY BOOKS		466424
2008/10/000199	04/04/2008	CRP	7.40	REF	903837	NANCY LINGENFELTER	RES LOST LIBRARY BOOKS	/1807	466150
2008/10/000199	04/04/2008	CRP	1,065.00	REF	903849	CUSTOMER	RES LOST LIBRARY BOOKS	/CASH	466153
2008/10/000199	04/04/2008	CRP	42.94	REF	903846	JENNIFER MARTINEZ	RES LOST LIBRARY BOOKS	/138	466172
2008/10/000199	04/04/2008	CRP	23.95	REF	903845	TARA PORTIER	RES LOST LIBRARY BOOKS	/401	466172
2008/10/000199	04/04/2008	CRP	17.60	REF	903844	MICHELLE PELLETIER	RES LOST LIBRARY BOOKS	/719	466172
2008/10/000199	04/04/2008	CRP	11.50	REF	903843	KATHLEEN CALLAHAN	RES LOST LIBRARY BOOKS	/2286	466172
2008/10/000199	04/04/2008	CRP	12.50	REF	903842	SUSAN STYCKIEWICZ	RES LOST LIBRARY BOOKS	/131	466172
2008/10/000199	04/04/2008	CRP	11.50	REF	903840	MARGARET TAYLOR	RES LOST LIBRARY BOOKS	/173	466172
2008/10/000199	04/04/2008	CRP	10.00	REF	903839	LORI LORENZO	RES LOST LIBRARY BOOKS	/151	466204
2008/10/000199	04/04/2008	CRP	10.00	REF	903838	JOANNE NAMRACAU	RES LOST LIBRARY BOOKS	/150	466245
2008/10/000199	04/04/2008	CRP	5.00	REF	903836	PAULA M ZAITZ	RES LOST LIBRARY BOOKS	/3197	466245
2008/10/000348	04/11/2008	API	146.49	VND	045605	3M SAFETY SYSTEMS	DVD CASES		466590
2008/10/000348	04/11/2008	API	205.00	VND	000858	US POST OFFICE	STAMPS FOR OVERDUES		466968
2008/10/000794	04/18/2008	CRP	15.40	REF	914331	ANN BENOIT	RES LOST LIBRARY BOOKS	/731	466590
2008/10/000794	04/18/2008	CRP	6.00	REF	914333	KATRINA MORAN	RES LOST LIBRARY BOOKS	/1504	466968
2008/10/000794	04/18/2008	CRP	2.00	REF	914325	KATRINA MORAN	RES LOST LIBRARY BOOKS	/1503	466968
2008/10/000794	04/18/2008	CRP	6.95	REF	914334	DEBORAH FARLEY	RES LOST LIBRARY BOOKS	/956	466968
2008/10/000794	04/18/2008	CRP	43.09	REF	914347	K KEEGAN-WILSON	RES LOST LIBRARY BOOKS	/300	466968
2008/10/000794	04/18/2008	CRP	7.60	REF	914335	ELIZABETH ESTEVES	RES LOST LIBRARY BOOKS	/914	466968
2008/10/000794	04/18/2008	CRP	22.98	REF	914343	ANDREA BARTLETT	RES LOST LIBRARY BOOKS	/1515	466968
2008/10/000794	04/18/2008	CRP	9.70	REF	914337	ASHLEY JACOBS	RES LOST LIBRARY BOOKS	/212	466968
2008/10/000794	04/18/2008	CRP	11.70	REF	914338	SUZANNE PRICE	RES LOST LIBRARY BOOKS	/1114	466968
2008/10/000794	04/18/2008	CRP	17.00	REF	914339	TAMMY FTSKE	RES LOST LIBRARY BOOKS	/2132	466968
2008/10/000794	04/18/2008	CRP	24.95	REF	914344	FRANCIS KRINGLE	RES LOST LIBRARY BOOKS	/6201	466968
2008/10/000794	04/18/2008	CRP	3.00	REF	914329	DEBRA TAMBURO	RES LOST LIBRARY BOOKS	/3901	466968
2008/10/000794	04/18/2008	CRP	8.40	REF	914336	DANIEL SMITH	RES LOST LIBRARY BOOKS	/269	466968
2008/10/000794	04/18/2008	CRP	1,021.00	REF	914359	CUSTOMER	RES LOST LIBRARY BOOKS	/CASH	466968
2008/10/000794	04/18/2008	CRP	18.00	REF	914341	SANDRA ANDRZEJEWSKI	RES LOST LIBRARY BOOKS	/903	466968
2008/10/000847	04/25/2008	API	212.00	VND	012070	BAISCAN TECHNOLOGIES	RECEIPT PAPER		467880

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FOR 2008 13  
ACCOUNTS FOR  
2918 RES POST LIBRARY BKS  
29186108 RES LOST LIBRARY BK

COPY

ORIGINAL	APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
23.67 VND	001209 VCH	DEMCO					467914
52.56 VND	006658 VCH	INGRAM LIBRARY SERV					467945
105.90 VND	006658 VCH	INGRAM LIBRARY SERV					467945
4.51 VND	006658 VCH	INGRAM LIBRARY SERV					467945
9.02 VND	006658 VCH	INGRAM LIBRARY SERV					467945
49.28 VND	006658 VCH	INGRAM LIBRARY SERV					467945
13.24 VND	001923 VCH	BAKER & TAYLOR					468192
183.40 VND	001923 VCH	BAKER & TAYLOR					468192
1,445.36 VND	001923 VCH	BAKER & TAYLOR					468192
39.00 VND	001923 VCH	BAKER & TAYLOR					468282
6.00 VND	000710 VCH	RANDOM HOUSE INC					468493
311.23 VND	001923 VCH	BAKER & TAYLOR					468494
122.30 VND	017542 VCH	INGRAM LIBRARY SERV					468643
148.75 VND	006658 VCH	INGRAM LIBRARY SERV					468796
263.94 VND	006658 VCH	INGRAM LIBRARY SERV					
268.00 VND	000858 VCH	US POST OFFICE					
4.99 REF	931305	SUSAN ST JOHN					3926
6.00 REF	931307	LYNN LADUKE					4591
8.00 REF	931308	LORRAINE HURST					462
10.00 REF	931310	JOANNE HAMEL					784
15.00 REF	931320	MARIA PELLETIER					4851
18.40 REF	931321	SUSAN STYCKIEWICZ					134
12.40 REF	931297	RL HAISLIP-HANSBERRY					1324
3.80 REF	931298	TARA PORTIER					408
22.00 REF	931325	DONNA MULLER					0975
10.00 REF	931313	KIMBERLY SCIBELLI					3871
709.40 REF	931345	CUSTOMER					184
24.95 REF	931328	ALEXIS MILLER					4764
12.00 REF	931317	NADINE VITENS					1392
32.40 REF	931330	NANCY BELISLE					1134
11.95 REF	931315	MATHEW GEFERIN					1013
44.95 REF	931332	MACRINA CUNNINGHAM					1013
690.00 REF	939290	CUSTOMER					CASH
19.90 REF	939285	LISA BRETON					3972
10.00 REF	939277	MARK PELIERIN					530
14.60 REF	939281	KARIN HICKMAN					1048
10.00 REF	939276	DONNA DELORDY					12408
19.10 REF	939284	ROXANNE FURGAL					529
35.09 REF	939286	CINDY KOOCOR					1141
12.80 REF	939279	KIMBERLY DIAZ					1011
12.70 REF	939278	DANIELLE CANTY					214
61.93 VND	001209 VCH	DEMCO					468916
40.54 VND	000322 VCH	GAYLORD BROS					468945
2,052.90 VND	017542 VCH	BAKER & TAYLOR ENTER					468830
118.77 VND	006658 VCH	INGRAM LIBRARY SERV					469744
103.54 VND	006658 VCH	INGRAM LIBRARY SERV					469744

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

FOR 2008 13

JOURNAL DETAIL 2008 0 TO 2008 13

ACCOUNTS RECEIVABLE  
2918 RES LOST LIBRARY BKS

ORIGINAL  
APPROP

TRANSFERS/  
ADJUSTMENTS

REVISED  
BUDGET

YTD EXPENDED

ENC/REQ

AVAILABLE  
BUDGET

PCT  
USED

COPY

29186108 RES LOST LIBRARY BK

2008/11/000946 05/23/2008 API  
2008/11/000946 05/23/2008 API

852.89 VND 001923 VCH  
159.99 VND 006979 VCH

BAKER & TAYLOR  
VENNILL INDUSTRIES

LIBRARY BOOKS  
AC LIQUID, WHEEL

463621  
463886

TOTAL RES LOST LIBRARY BKS	44,969	34,923.81	79,892.46	71,139.64	7,417.91	1,334.91	98.3%
TOTAL RES LOST LIBRARY BKS	44,969	34,923.81	79,892.46	71,139.64	7,417.91	1,334.91	98.3%
TOTAL EXPENSES	44,969	34,923.81	79,892.46	71,139.64	7,417.91	1,334.91	

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

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FOR 2008 13

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	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	44,969	34,923.81	79,892.46	71,139.64	7,417.91	1,334.91	98.3%

\*\* END OF REPORT - Generated by Linda Koske \*\*

JOURNAL DETAIL 2008 0 TO 2008 13

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

COPY

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	9	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

REPORT OPTIONS

Report title: YEAR-TO-DATE BUDGET REPORT  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
Print totals only: N  
Print Full or Short description: F  
Print Full GL account: N  
Format type: 2  
Double space: N  
Suppress zero bal accts: Y  
Include requisition amount: Y  
Print Revenues-Version headings: N  
Print revenue as credit: Y  
Print revenue budgets as zero: N  
Include Fund Balance: N  
Print journal detail: Y  
From Yr/Per: 2008/0  
To Yr/Per: 2008/13  
Include budget entries: Y  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1  
Include additional JB comments: N  
Sort/Total Budget Rollup: N  
Print MY's in one year view: N  
Amounts/totals exceed 999 million dollars: N

Year/Period: 2008/13  
Print MTD Version: N  
Incl inception to soy: Y  
Roll projects to object: N  
Carry forward code: 1

MO-17

No. \_\_\_\_\_



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK  
CITY OF CHICOPEE  
2008 JUN 13 4 36 PM  
**COPY**

JUNE 17, 2008

## LIBRARY REVOLVING FUND – PHOTOCOPY COSTS

Recommended by Michael Bessanetto Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Moreau for passage. Passed through all stages by a roll call vote of 12 yes and 1 abstention, Aldermen Zaskey abstaining.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08 Michael Bessanetto Mayor

Returned to City Clerk JUN 23 2008 Attest [Signature] City Clerk  
Date

BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPEE, THAT  
CHAPTER 44, SECTION 53E ½, ENTITLED, "REVOLVING FUNDS" BE AND HEREBY IS  
ACCEPTED FOR THE PURPOSE OF ESTABLISHING A LIBRARY PHOTOCOPY COST  
REVOLVING FUND.

**COPY**

SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2009, IN ACCORDANCE WITH THE  
PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE AND  
FUNDING ARE IDENTIFIED AS FOLLOWS:

**PROGRAM – LIBRARY**

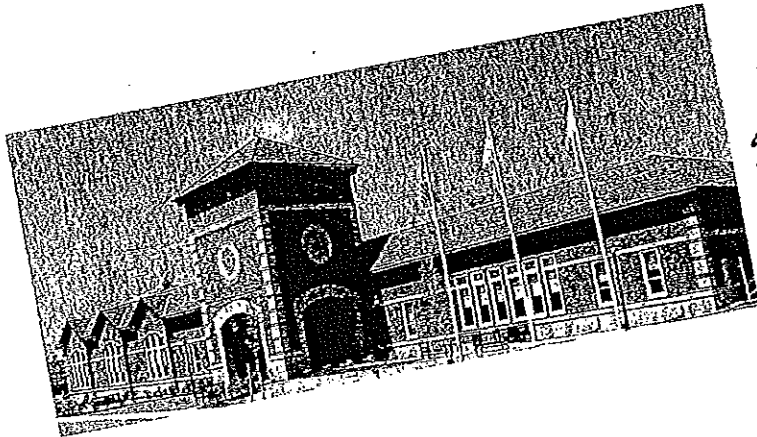
**PURPOSE – REPLACEMENT COSTS OF MATERIAL, SUPPLIES AND RELATED COSTS TO  
TO PROVIDE THE PUBLIC WITH COPIES.**

**RECEIPTS – FEES SUFFICIENT TO PAY FOR COSTS OF MATERIALS, SUPPLIES, AND  
RELATED CHARGES WHICH SHALL BE CREDITED TO THE "LIBRARY  
PHOTOCOPY REVOLVING FUND".**

**EXPENDITUES – THE LIBRARY IS HEREBY AUTHORIZED TO EXPEND DIRECTLY FROM THIS  
REVOLVING FUND.**

**LIMIT OF EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FOR THE PURPOSE  
OF THIS ORDINANCE DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS  
ORDINANCE.**



**CHICOPEE PUBLIC LIBRARY**  
449 Front Street Chicopee, MA 01013-2698  
Phone (413) 594-1800 Fax (413) 594-1819  
Nancy M. Contois, Director

May 28, 2008

The Honorable Michael D. Bissonnette  
Mayor of Chicopee  
City Hall  
17 Springfield Street  
Chicopee, MA 01013

Dear Mayor Bissonnette,

Thank you for the opportunity to maintain a library revolving fund for "photocopy costs". This fund allows us to return revenues received through the coin-ops at our patron print management stations, to the maintenance and re-supply of this equipment.

Please accept this letter as a formal request for the renewal of our "Photocopy Costs" Library Revolving Fund for the fiscal year 2009. Thank you very much for your consideration of this matter.

Sincerely,

*Nancy M. Contois*

Cc. Sharyn Riley  
Carl E. Sittard  
Anne Dulchinos  
Normand Girouard



05/28/2008 08:33  
lkoske

CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

PG 1  
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FOR 2008

ACCOUNTS FOR  
2964 LIBRARY PHOTOCOPY COSTS

ORIGINAL APPROP TRANSFERS/ ADJUSTMENTS REVISED BUDGET YTD EXPENDED ENC/REQ AVAILABLE BUDGET PCT USED

JOURNAL DETAIL 2008 0 TO 2008 13

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29646108 LIBRARY PHOTOCOPY COSTS

29646108	549500	LIBRARY PHOTOCOPY C	16,275	21,444.60	37,719.31	30,151.62	471.60	7,096.09	81.2%
2008/01/000319	07/13/2007	API	87.54 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				450723
2008/01/000319	07/13/2007	API	15.78 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				450723
2008/01/000319	07/13/2007	API	1,830.83 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				450723
2008/01/000422	07/13/2007	CRP	400.00 REF	744683	CUSTOMER	LIBRARY PHOTOCOPY COSTS			
2008/01/000707	07/20/2007	CRP	200.00 REF	747129	CUSTOMER	LIBRARY PHOTOCOPY COSTS			
2008/02/000414	08/10/2007	CRP	120.60 VND	044148 VCH	IKON OFFICE EQUIPMENT INK CARTRIDGE				452244
2008/02/000414	08/10/2007	CRP	150.00 REF	753584	CUSTOMER	LIBRARY PHOTOCOPY COSTS			
2008/02/000414	08/10/2007	CRP	4.60 REF	753539	CINDY A KOCCOR	LIBRARY PHOTOCOPY COSTS			/CASH
2008/02/000655	08/17/2007	CRP	5.10 REF	761222	CINDY A KOCCOR	LIBRARY PHOTOCOPY COSTS			/972
2008/02/000655	08/17/2007	CRP	2.70 REF	761221	CINDY A KOCCOR	LIBRARY PHOTOCOPY COSTS			/973
2008/02/000655	08/17/2007	CRP	250.00 REF	761267	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/02/001188	08/31/2007	CRP	250.00 REF	765988	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/02/001216	08/31/2007	GCR	142.50 REF	773212	CUSTOMER	REIMB. PAPER - PERIOD 2 AUG			/CASH
2008/03/000427	09/14/2007	CRP	790.00 REF	773212	CUSTOMER	LIBRARY PHOTOCOPY COSTS			
2008/03/000427	09/21/2007	API	26.78 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				454356
2008/03/000427	09/21/2007	API	12.53 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				454356
2008/03/000427	09/21/2007	API	17.37 VND	017029 VCH	MASON W.B. CO INC	LIBRARY PHOTOCOPY COSTS			454397
2008/04/000225	10/05/2007	CRP	800.00 REF	781459	CUSTOMER	LIBRARY PHOTOCOPY COSTS			
2008/04/000761	10/19/2007	API	19.39 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				456256
2008/04/000761	10/19/2007	API	72.39 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				456256
2008/04/000761	10/19/2007	API	961.66 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				456256
2008/04/000761	10/19/2007	API	44.65 VND	017029 VCH	MASON W.B. CO INC	LIBRARY PHOTOCOPY COSTS			456279
2008/04/000828	10/19/2007	CRP	700.00 REF	787110	CINDY KOCCOR	LIBRARY PHOTOCOPY COSTS			/1001
2008/04/000828	10/19/2007	CRP	400.00 REF	787110	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/05/000099	11/02/2007	API	1,212.00 VND	044148 VCH	IKON OFFICE EQUIPMENT TONER CARTRIDGES				457144
2008/05/000503	11/09/2007	CRP	400.00 REF	795931	CUSTOMER	LIBRARY PHOTOCOPY COSTS			
2008/05/000792	11/23/2007	API	12.24 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				458380
2008/05/000792	11/23/2007	API	8.98 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				458380
2008/05/000792	11/23/2007	API	27.69 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				458380
2008/05/000792	11/23/2007	API	173.40 VND	044148 VCH	IKON OFFICE EQUIPMENT CARTRIDGES FOR COPIER				458380
2008/06/000253	12/07/2007	CRP	300.00 REF	817624	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/06/000809	12/21/2007	CRP	600.00 REF	827791	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/07/000120	01/04/2008	CRP	400.00 REF	832848	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/07/000684	01/18/2008	CRP	300.00 REF	838534	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/07/000725	01/25/2008	API	95.05 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				462034
2008/07/000725	01/25/2008	API	32.97 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				462034
2008/07/000725	01/25/2008	API	925.40 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				462034
2008/07/000725	01/25/2008	API	296.00 VND	044148 VCH	IKON OFFICE EQUIPMENT PRINTER SUPPLIES				462034
2008/07/000725	01/25/2008	API	600.00 REF	844067	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH
2008/08/000481	02/15/2008	CRP	12.80 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				463576
2008/08/000481	02/15/2008	API	26.08 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				463576
2008/08/000481	02/15/2008	API	11.89 VND	044148 VCH	IKON OFFICE EQUIPMENT PHOTO COPY COSTS				463576
2008/08/000658	02/15/2008	CRP	400.00 REF	849006	CUSTOMER	LIBRARY PHOTOCOPY COSTS			/CASH



FOR 2008 3	ACCOUNTS	LIBRARY PHOTOCOPY COSTS	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
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29646108	549500	LIBRARY PHOTOCOPY C							
2008/08/001139	02/29/2008	CRP	3.80	REF 862584	CINDY KOCOR	LIBRARY PHOTOCOPY COSTS	/1085		
2008/08/001139	02/29/2008	CRP	600.00	REF 862607	CUSTOMER	LIBRARY PHOTOCOPY COSTS	/CASH		464786
2008/09/000134	03/07/2008	API	134.20	VND 017029	MASON W.B. CO INC	C#7927 PAPER			465825
2008/09/000750	03/21/2008	API	331.80	VND 044148	IKON OFFICE EQUIPMENT	PHOTO COPY COSTS			
2008/09/000944	03/21/2008	CRP	500.00	REF 891864	CUSTOMER	LIBRARY PHOTOCOPY COSTS	/CASH		466169
2008/09/001056	03/28/2008	API	86.70	VND 044148	IKON OFFICE EQUIPMENT	LIBRARY INK CARTRIDGES			
2008/10/000199	04/04/2008	CRP	800.00	REF 903847	CUSTOMER	LIBRARY PHOTOCOPY COSTS	/CASH		466860
2008/10/000348	04/11/2008	API	62.07	VND 017029	MASON W.B. CO INC	C#7927 CUST# M52247			467491
2008/10/000348	04/11/2008	API	134.20	VND 017029	MASON W.B. CO INC	C#7927 CUST# M52247			467491
2008/10/000661	04/18/2008	API	873.15	VND 044148	IKON OFFICE EQUIPMENT	PHOTO COPY COSTS			467491
2008/10/000661	04/18/2008	API	33.36	VND 044148	IKON OFFICE EQUIPMENT	PHOTO COPY COSTS			467491
2008/10/000661	04/18/2008	API	109.91	VND 044148	IKON OFFICE EQUIPMENT	PHOTO COPY COSTS			468693
2008/10/000794	04/18/2008	CRP	400.00	REF 914356	CUSTOMER	LIBRARY PHOTOCOPY COSTS	/CASH		
2008/11/000207	05/09/2008	CRP	227.36	VND 017029	MASON W.B. CO INC	C#7927 CUST#M52247			
2008/11/000393	05/09/2008	CRP	200.00	REF 931340	CUSTOMER	LIBRARY PHOTOCOPY COSTS	/CASH		
2008/11/000514	05/09/2008	CRP	17.50	REF 939264	CINDY KOCOR	LIBRARY PHOTOCOPY COSTS	/1144		
2008/11/000514	05/09/2008	CRP	300.00	REF 939288	CUSTOMER	LIBRARY PHOTOCOPY COSTS	/CASH		468978
2008/11/000566	05/16/2008	API	12.27	VND 044148	IKON OFFICE EQUIPMENT	PHOTO COPY COSTS			468978
2008/11/000566	05/16/2008	API	30.44	VND 044148	IKON OFFICE EQUIPMENT	PHOTO COPY COSTS			469042
2008/11/000566	05/16/2008	API	192.45	VND 017029	MASON W.B. CO INC	C#7927 CUST#M52247			469128
2008/11/000566	05/16/2008	API	16.98	VND 019189	STAPLES BUSINESS	GREENFEET AGENDA COPY PAPER			469699
2008/11/000566	05/23/2008	API	971.04	VND 047092	EQUITRAC CORP	NEW BILL ACCEPTERS FOR COPIERS			

TOTAL LIBRARY PHOTOCOPY COSTS	16,275	21,444.60	37,719.31	30,151.62	471.60	7,096.09	81.2%
TOTAL LIBRARY PHOTOCOPY COSTS	16,275	21,444.60	37,719.31	30,151.62	471.60	7,096.09	81.2%
TOTAL EXPENSES	16,275	21,444.60	37,719.31	30,151.62	471.60	7,096.09	

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

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FOR 2008 13

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JOURNAL DETAIL 2008 0 TO 2008 13				AVAILABLE BUDGET		PCT USED	
ORIGINAL APPROP		TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ		
GRAND TOTAL	16,275	21,444.60	37,719.31	30,151.62	471.60	7,096.09	81.2%

\*\* END OF REPORT - Generated by Linda Koske \*\*

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

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Sequence	Field #	Total	Page Break
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Sequence 2	2	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

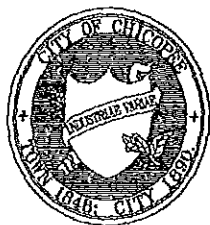
Includes accounts exceeding 0% of budget.  
Print totals only: N  
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Suppress zero bal accts: Y  
Include requisition amount: Y  
Print Revenues-Version headings: N  
Print revenue as credit: Y  
Print revenue budgets as zero: N  
Include Fund Balance: N  
Print Journal detail: Y  
From Yr/Per: 2008/0  
To Yr/Per: 2008/13  
Include budget entries: Y  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1  
Include additional JE comments: N  
Sort/Total Budget Rollup: N  
Print MY's in one year view: N  
Amounts/totals exceed 999 million dollars: N

Year/Period: 2008/13  
Print MYD Version: N  
Incl inception to soy: Y  
Roll projects to object: N  
Carry forward code: 1

REPORT OPTIONS

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# CITY OF CHICOPEE MASSACHUSETTS

**COPY**

JUNE 17, 2008

## LIBRARY BOOK SALE REVOLVING

Recommended by Michael B. Barrette Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Tillotson for passage. Passed through all stages by a roll call vote of 12 yes and 1 abstention, Aldermen Zaskey abstaining.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08 Michael B. Barrette Mayor

Returned to City Clerk JUN 23 2008  
Date Attest [Signature] City Clerk

**COPY**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPEE, THAT CHAPTER 44, SECTION 53E ½ ENTITLED "REVOLVING FUNDS" BE AND HEREBY IS ACCEPTED FOR THE PURPOSE OF ESTABLISHING A LIBRARY BOOK SALE REVOLVING FUND.**

**SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2009, IN ACCORDANCE WITH THE PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE AND FUNDING ARE IDENTIFIED AS FOLLOWS:**

**PROGRAM – LIBRARY BOOK SALE REVOLVING**

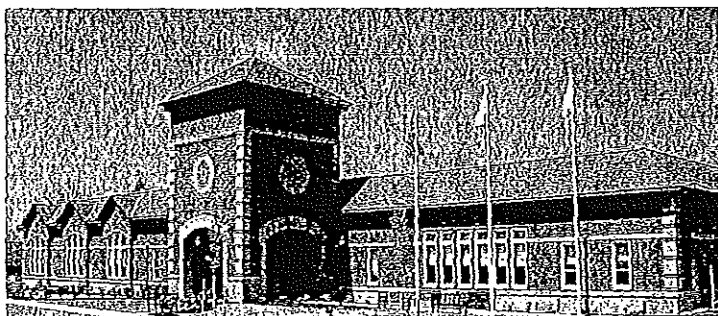
**PURPOSE - TO RECEIVE INCOME FROM THE SALE OF DE-ACCESSIONED BOOKS AND MATERIALS**

**DEPARTMENTAL RECEIPTS – PROCEEDS RECEIVED SHALL BE UTILIZED FOR NEW BOOKS, MATERIALS, PROGRAMMING AND PROGRAMMING SUPPLIES.**

**EXPENDITURES – THE BOARD OF TRUSTEES OF THE LIBRARY HAS THE AUTHORITY FOR EXPENDING SAID DEPARTMENTAL RECEIPTS.**

**LIMIT ON EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FROM THE PROGRAM DURING THE YEAR OF OPERATION.**

**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS ORDINANCE.**



## CHICOPEE PUBLIC LIBRARY

449 Front Street Chicopee, MA 01013-2698  
Phone (413) 594-1800 Fax (413) 594-1819

**COPY**

Nancy M. Contois, Director

May 28, 2008

The Honorable Michael D. Bissonnette  
Mayor of Chicopee  
City Hall  
17 Springfield Street  
Chicopee, MA 01013

Dear Mayor Bissonnette,

Thank you for the opportunity to maintain a library revolving fund for "Library Book Sale". In addition to accepting book donations from the public, we also regularly evaluate the collection and de-accession materials according to established library practice. This ongoing activity assures current, vibrant, and in demand collections for Chicopee's citizens. We have successfully established a book sale location in the lower level of our Chicopee Falls Branch, staffed with volunteers.

Due to requests from our patrons, we also have a book sale location at the Main Library which is displayed on an attractive vendor cart in our lobby, and purchased through a donation from the Friends of the Chicopee Public Library.

Proceeds from the book sales are used for new materials, programming and programming supplies. This resource has provided us with an outstanding opportunity to provide exciting, educational, and entertaining programs at our libraries.

Please accept this letter as a formal request for the renewal of our "Library Book Sale" Revolving Fund for the fiscal year 2009. Thank you very much for your consideration of this matter.

Sincerely,

*Nancy M. Contois*

Cc. Sharyn Riley  
Carl E. Sittard  
Anne Dulchinos  
Normand Girouard

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS  
2965 LIBRARY BOOK SALE REVOLVING

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29656108 LIBRARY BOOK SALE REVOLVING

29656108 549500 LIBRARY BOOK SALE E

10,497	24,838.57	35,335.47	31,149.98	3,230.59	954.90	97.3%
2008/01/000144 07/06/2007 API	120.00 VND	005360 VCH	CLUTTER DOCTOR INC	WORKSHOP 5/10,6/14 2007		450410
2008/01/000144 07/06/2007 API	300.00 VND	016979 VCH	POPILARCZYK EDWARD	MAGIC SHOW 7/19/07		450473
2008/01/000144 07/06/2007 API	200.00 VND	046896 VCH	SWEENEY ELIZABETH	CLASSES 6/5,6/12,6/19,6/26		450491
2008/01/000144 07/06/2007 API	150.00 VND	046896 VCH	SWEENEY ELIZABETH	CLASSES 6/7,6/14,6/21		450491
2008/01/000319 07/13/2007 API	84.00 VND	042743 VCH	PUPPET WORLD	PUPPETS		450781
2008/01/000422 07/13/2007 CRP	14.00 VND	744650	MICHELLE MATTHEW	LIBRARY BOOK SALE REVOLVIN/478		
2008/01/000422 07/13/2007 CRP	629.50 REF	744689	CUSTOMER	LIBRARY BOOK SALE REVOLVIN/CASH		
2008/01/000422 07/13/2007 CRP	6.50 REF	744652	CHRISTA BEATTY	LIBRARY BOOK SALE REVOLVIN/7006		
2008/01/000611 07/20/2007 API	330.00 VND	007623 VCH	SPOON MAN INC	PROGRAM 7/26/07		451146
2008/01/000707 07/20/2007 CRP	7.00 REF	747103	MICHELLE MATTHEW	LIBRARY BOOK SALE REVOLVIN/479		
2008/01/000869 07/27/2007 API	450.00 VND	012511 VCH	CUSTOMER	LIBRARY BOOK SALE REVOLVIN/CASH		
2008/01/000869 07/27/2007 API	492.21 VND	012511 VCH	ORIENTAL TRADING CO	SUMMER READING CRAFT SUPPLIE		451408
2008/01/000869 07/27/2007 API	500.00 VND	012986 VCH	STEALERY KENNETH	MUSIC PROGRAM 8/2/07		451462
2008/01/000869 07/27/2007 API	400.00 VND	046118 VCH	SCALISE JOSEPH P	PROGRAM 8/2/07		451446
2008/01/000869 07/27/2007 API	360.00 VND	017233 VCH	MAICHACK ARTS	TATTLE TUNES 8/7/07		451371
2008/01/000869 07/27/2007 API	100.70 VND	001262 VCH	MCGRAW HILL (NEWARK	IN#31843357001		451384
2008/02/000050 08/03/2007 API	100.36 VND	006283 VCH	KEENAN CHRISTINE	PROGRAM 8/9/07		451856
2008/02/000221 08/10/2007 API	103.36 VND	042112 VCH	A.C.MOORE	IN#003302071620079858		452040
2008/02/000221 08/10/2007 API	300.00 VND	008368 VCH	ANDREWS RYAN	PROGRAM 8/23/07		452052
2008/02/000414 08/10/2007 CRP	300.00 REF	753587	CUSTOMER	LIBRARY BOOK SALE REVOLVIN/CASH		
2008/02/000414 08/10/2007 CRP	7.00 REF	753552	MICHELLE M MATTHEW	LIBRARY BOOK SALE REVOLVIN/485		453771
2008/02/000655 08/17/2007 CRP	681.80 REF	761271	CUSTOMER	LIBRARY BOOK SALE REVOLVIN/CASH		453037
2008/02/000655 08/17/2007 CRP	2.00 REF	761225	DEBORAH L FARLEY	LIBRARY BOOK SALE REVOLVIN/984		45370
2008/02/000655 08/17/2007 CRP	7.75 REF	761232	CINDY A KOCOR	LIBRARY BOOK SALE REVOLVIN/960		451384
2008/02/000655 08/17/2007 CRP	5.00 REF	761228	BERNADETTE M COLLINS	LIBRARY BOOK SALE REVOLVIN/121		452040
2008/02/000655 08/17/2007 CRP	10.00 REF	761235	CINDY A KOCOR	LIBRARY BOOK SALE REVOLVIN/974		452949
2008/02/000771 08/24/2007 API	39.20 VND	000241 VCH	DINN BROS INC	SPELL BEE TROPHIES		453037
2008/02/000771 08/24/2007 API	75.00 VND	042980 VCH	MOVIE LICENSING USA	CARS 7/20/07		453037
2008/02/000771 08/24/2007 API	75.00 VND	042980 VCH	MOVIE LICENSING USA	HAPPY FEET 8/3/07		453037
2008/02/000771 08/24/2007 API	75.00 VND	042980 VCH	MOVIE LICENSING USA	FLUSHED AWAY 8/17/07		453037
2008/02/000771 08/24/2007 API	395.00 VND	044929 VCH	MAICHACK ARTS	ART OF PASTEL 9/13/07		453475
2008/02/001188 08/31/2007 CRP	400.00 REF	765992	CUSTOMER	LIBRARY BOOK SALE REVOLVIN/CASH		
2008/02/001188 08/31/2007 CRP	17.00 REF	765978	BARBARA A RIVERS	LIBRARY BOOK SALE REVOLVIN/3037		45388
2008/03/000012 09/07/2007 API	10.80 VND	017029 VCH	MASON W.B. CO INC	C#6852		453771
2008/03/000012 09/07/2007 API	158.88 VND	011320 VCH	COSTCO WHOLESALE	MEM#11767999976		45370
2008/03/000012 09/07/2007 API	75.00 VND	007052 VCH	AQUARIUM PRO INC	CHILDRENS AQUARIUM		45370
2008/03/000012 09/07/2007 API	75.00 VND	007052 VCH	AQUARIUM PRO INC	IN#003302072820072606		45369
2008/03/000012 09/07/2007 API	29.84 VND	042112 VCH	A.C.MOORE	LIBRARY BOOK SALE REVOLVIN/CASH		
2008/03/000279 09/14/2007 CRP	668.00 REF	773215	CUSTOMER	PIZZA FOR PROGRAM		
2008/03/000432 09/21/2007 API	49.30 VND	010977 VCH	JOHN'S PIZZERIA	EXCEL 8/7,8/14,8/21,8/29,9/4		2008
2008/03/000432 09/21/2007 API	250.00 VND	046896 VCH	SWEENEY ELIZABETH	PIZZA FOR PROGRAM		
2008/03/000486 09/21/2007 API	-49.30 VND	010977 VCH	JOHN'S PIZZERIA	EXCEL 8/7,8/14,8/21,8/29,9/4		2008
2008/03/000487 09/21/2007 API	-250.00 VND	046896 VCH	SWEENEY ELIZABETH	EXCEL 8/7,8/14,8/21,8/29,9/4		2008



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FOR 2008  
ACCOUNTS LIBRARY BOOK SALE REVOLVING  
2965

ORIGINAL  
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TRANSFERS/  
ADJUSTMENTS

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BUDGET

YTD EXPENDED  
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2008/03/000759	09/28/2007	API	49.30	VND	010977	VCH	JOHN'S PIZZERIA	PIZZA FOR PROGRAM	454777
2008/03/000759	09/28/2007	API	250.00	VND	046896	VCH	SWEENEY ELIZABETH	8/7,8/14,8/21,8/29,9/4	2007
2008/04/000133	10/05/2007	API	299.79	VND	012511	VCH	ORIENTAL TRADING CO	CRAFT SUPPLIES	454907
2008/04/000133	10/05/2007	API	108.71	VND	011320	VCH	COSTCO WHOLESALE	MEM#111767999976	455430
2008/04/000225	10/05/2007	CRP	11.12	REF	781409		CUSTOMER	LIBRARY BOOK SALE/08-717725488	455270
2008/04/000225	10/05/2007	CRP	750.00	REF	781460		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/04/000777	10/19/2007	API	290.00	VND	042100	VCH	WINGMASTERS	LIBRARY BOOK SALE REVOLVT/CASH	456381
2008/04/000828	10/19/2007	CRP	5.00	REF	787117		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/04/000828	10/19/2007	CRP	3.00	REF	787113		CINDY KOCOR	LIBRARY BOOK SALE REVOLVT/1002	
2008/04/000828	10/19/2007	CRP	12.00	REF	787122		KIMBERLY POPE	LIBRARY BOOK SALE REVOLVT/380	
2008/04/000936	10/26/2007	API	300.00	VND	005400	VCH	MICHELLE MATTHEW	LIBRARY BOOK SALE REVOLVT/523	
2008/04/000936	10/26/2007	API	150.00	VND	046896	VCH	MELIKIAN RICHARD	TWILIGHT CONCERT 11/7	456738
2008/05/000503	11/09/2007	CRP	1.00	REF	795913		SWEENEY ELIZABETH	CLASSES 9/17,9/24,10/1	2007
2008/05/000503	11/09/2007	CRP	1.40	REF	795914		KIMBERLY A POPE	LIBRARY BOOK SALE REVOLVT/975	
2008/05/000503	11/09/2007	CRP	750.00	REF	795934		CUSTOMER	LIBRARY BOOK SALE REVOLVT/381	
2008/05/000503	11/09/2007	CRP	28.50	REF	795915		RL HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1257	
2008/05/000672	11/16/2007	API	64.43	VND	042112	VCH	A.C.MOORE	IN#00301102520074436	458047
2008/05/000672	11/16/2007	API	75.00	VND	007052	VCH	AQUARIUM PRO INC	CHILDREN ROOM AQUAR	458053
2008/05/000764	11/23/2007	API	200.00	VND	046896	VCH	SWEENEY ELIZABETH	POWERP 9/20,9/27,10/4,10/11	458490
2008/05/000764	11/23/2007	API	200.00	VND	046896	VCH	SWEENEY ELIZABETH	WORD 10/15,10/22,10/29,11/5	458490
2008/05/001178	11/30/2007	API	250.00	VND	046896	VCH	SWEENEY ELIZABETH	EXC10/18,10/25,11/1,11/8,11/15	459383
2008/05/001178	11/30/2007	API	5.00	VND	041607	VCH	HOLYOKE CHILDREN'S	M REPLACEMENT FEB / LOST PASS	459201
2008/05/001178	11/30/2007	API	75.00	VND	007052	VCH	AQUARIUM PRO INC	CHILDREN ROOM AQUAR	458996
2008/06/000253	12/07/2007	CRP	609.00	REF	817625		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/06/000253	12/07/2007	CRP	1.75	REF	817554		HOLLY BIELAWA	LIBRARY BOOK SALE REVOLVT/197	
2008/06/000253	12/07/2007	CRP	19.90	REF	817557		RL HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1266	
2008/06/000809	12/21/2007	CRP	7.00	REF	827777		R HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1270	
2008/06/000809	12/21/2007	CRP	20.00	REF	827778		CHRISTINE DAVILA	LIBRARY BOOK SALE REVOLVT/225	
2008/06/000809	12/21/2007	CRP	666.00	REF	827792		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/07/000808	01/04/2008	API	255.88	VND	012511	VCH	ORIENTAL TRADING CO	PROGRAM SUPPLIES	460815
2008/07/000808	01/04/2008	API	900.00	REF	832852		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/07/000808	01/04/2008	API	75.00	VND	007052	VCH	AQUARIUM PRO INC	LIBRARY BOOK SALE REVOLVT/CASH	461309
2008/07/000808	01/18/2008	API	250.00	VND	046896	VCH	SWEENEY ELIZABETH	11/19,11/26,12/3,12/10,12/17	461512
2008/07/000808	01/18/2008	API	400.00	REF	838535		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/07/001025	01/31/2008	CRP	5.30	REF	844011		R HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1275	
2008/07/001025	01/31/2008	CRP	7.00	REF	844010		R HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1284	
2008/07/001025	01/31/2008	CRP	687.70	REF	844068		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/08/000174	02/01/2008	API	25.00	VND	019189	VCH	STAPLES BUSINESS	LABELS FOR CRAFT	462644
2008/08/000174	02/08/2008	API	300.00	VND	016979	VCH	POPIELARCZYK EDWARD	MAGIC SHOW 2/21/08	462951
2008/08/000486	02/15/2008	API	149.50	VND	007052	VCH	AQUARIUM PRO INC	AQUARIUM IN CHILDS RM	463451
2008/08/000486	02/15/2008	API	214.28	VND	004308	VCH	US TOY CO/CONSTRUCT	PROGRAM SUPPLIES	463697
2008/08/000658	02/15/2008	CRP	700.00	REF	849007		CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/08/000658	02/15/2008	CRP	2.55	REF	848992		HOLLY BIELAWA	LIBRARY BOOK SALE REVOLVT/987	
2008/08/000658	02/15/2008	CRP	12.35	REF	848993		R HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1293	
2008/08/001139	02/29/2008	CRP	6.60	REF	862591		R HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1298	

FOR 2008

ACCOUNTS LIBRARY BOOK SALE REVOLVING  
2965

**COPY**

29656108 LIBRARY BOOK SALE E

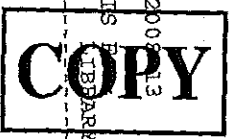
JOURNAL DETAIL 2008 0 TO 2008 13

ORIGINAL	APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
2008/08/001139	02/29/2008	CRP	400.00 REF	862609	CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/08/001139	02/29/2008	CRP	18.70 REF	862593	CINDY KOOCOR	LIBRARY BOOK SALE REVOLVT/1084	
2008/08/001139	02/29/2008	CRP	10.00 REF	862592	CHRISTINE DAVLAU	LIBRARY BOOK SALE REVOLVT/112	
2008/08/001139	02/29/2008	CRP	1.60 REF	862590	HOLLY BIELAWA	LIBRARY BOOK SALE REVOLVT/262	
2008/09/000199	03/07/2008	API	75.00 VND	007052	AQUARIUM PRO INC	AQUARIUM IN CHILDS RM	464400
2008/09/000199	03/07/2008	API	595.59 VND	012511	ORIENTAL TRADING CO	EASTER BASKET PROJECT	464851
2008/09/000803	03/21/2008	API	150.47 VND	012511	ORIENTAL TRADING CO	CRAFT SUPPLIES	465907
2008/09/000803	03/21/2008	API	200.00 VND	046896	SWEENEY ELIZABETH	WORD 2/4,2/11,2/25 2008	465965
2008/09/000803	03/21/2008	API	7.00 REF	891778	LAURIE LANGE	PP 2/7,2/14,2/21,2/28	465965
2008/09/000944	03/21/2008	CRP	800.00 REF	891866	CUSTOMER	LIBRARY BOOK SALE REVOLVT/379	
2008/09/000944	03/21/2008	CRP	2.00 REF	891773	DEBORAH FARLEY	LIBRARY BOOK SALE REVOLVT/CASH	
2008/09/001056	03/28/2008	API	3.00 REF	891777	CINDY KOOCOR	LIBRARY BOOK SALE REVOLVT/1111	
2008/09/001056	03/28/2008	API	15.00 VND	044696	WESTERN MASS REGIONA	SUM READ/ BARB PRONOVOST	466261
2008/09/001056	03/28/2008	API	15.00 VND	044696	WESTERN MASS REGIONA	SUM READ/ DIANE RAMSAY	466261
2008/10/000046	04/04/2008	API	75.00 VND	007052	AQUARIUM PRO INC	AQUARIUM IN CHILDS RM	466369
2008/10/000046	04/04/2008	API	55.98 VND	006658	INGRAM LIBRARY SERV	BOOK PRIZES	466424
2008/10/000199	04/04/2008	CRP	6.00 REF	903835	RONNIE HAISLIP-HANSB	LIBRARY BOOK SALE REVOLVT/1311	
2008/10/000199	04/04/2008	CRP	950.00 REF	903848	CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/10/000348	04/11/2008	API	20.25 VND	025025	BERNARDINOS BAKERY I	REFRESHMENTS FOR PROGRAMS	466637
2008/10/000348	04/11/2008	API	44.55 VND	025025	BERNARDINOS BAKERY I	REFRESHMENTS FOR PROGRAMS	466637
2008/10/000348	04/11/2008	API	100.00 VND	043219	COX KAREN	CLASS 3/12,3/19 2008	466706
2008/10/000348	04/11/2008	API	362.52 VND	041166	ELLISON EDUCATIONAL	DIRECTS FOR CHILDRENS PROGRAMS	466736
2008/10/000348	04/11/2008	API	100.00 VND	011805	MASS MOCA	ONE YEAR LIBRARY MEMBERSHIP	466897
2008/10/000348	04/11/2008	API	497.35 VND	012511	ORIENTAL TRADING CO	PROGRAM SUPPLIES	466897
2008/10/000348	04/11/2008	API	19.39 VND	025025	PUPPET WORLD	PUPPETS	466915
2008/10/000661	04/18/2008	API	92.98 VND	042112	BERNARDINOS BAKERY I	REFRESHMENTS FOR PROGRAMS	467351
2008/10/000661	04/18/2008	API	32.92 VND	006658	A.C.MOORE	INV#003302031720087059	467320
2008/10/000661	04/18/2008	API	600.00 REF	914358	INGRAM LIBRARY SERV	BOOK PRIZES	467492
2008/10/000847	04/25/2008	API	250.00 VND	046896	SWEENEY ELIZABETH	LIBRARY BOOK SALE REVOLVT/CASH	467996
2008/10/000847	04/25/2008	API	250.00 VND	020053	LITMAN ELINOR I	EXCEL 3/13,3/20,3/27,4/3,4/10	468256
2008/11/000048	05/02/2008	API	350.00 VND	046848	SONNY DAVE INC	AUTHOR VISIT 4/15/08	468290
2008/11/000048	05/02/2008	API	200.00 VND	046896	SWEENEY ELIZABETH	WORD 3/3,3/10,3/17,3/24	468296
2008/11/000207	05/09/2008	API	80.00 VND	007052	AQUARIUM PRO INC	AQUARIUM IN CHILDRENS ROOM	468481
2008/11/000207	05/09/2008	API	30.00 VND	025025	BERNARDINOS BAKERY I	REFRESHMENTS FOR PROGRAMS	468504
2008/11/000393	05/02/2008	CRP	47.59 VND	001209	DEMO	PROGRAM DISPLAY CASES	468571
2008/11/000393	05/02/2008	CRP	487.60 REF	931343	CUSTOMER	LIBRARY BOOK SALE REVOLVT/CASH	
2008/11/000514	05/09/2008	CRP	900.00 REF	939289	CINDY KOOCOR	LIBRARY BOOK SALE REVOLVT/CASH	
2008/11/000514	05/09/2008	CRP	7.25 REF	939269	R HAISLIP-HANSBERRY	LIBRARY BOOK SALE REVOLVT/1145	
2008/11/000514	05/09/2008	CRP	6.00 REF	939268	NANCI JASIECOWSKI	LIBRARY BOOK SALE REVOLVT/1332	
2008/11/000566	05/16/2008	API	186.65 VND	044133	UNWAY CO	LIBRARY BOOK SALE REVOLVT/765	468983
2008/11/000566	05/16/2008	API	496.22 VND	012511	ORIENTAL TRADING CO	SUMMER READING INCENTIVES	469077
2008/11/000946	05/23/2008	API	150.00 VND	046896	SWEENEY ELIZABETH	CRAFT SUPPLIES, PRIZES	469862
						CLASSES 4/7,4/14,4/28 2008	

05/28/2008 08:34  
lkoske

CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

FOR 2008 13  
ACCOUNTS 2965



LIBRARY BOOK SALE REVOLVING	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/RBQ	AVAILABLE BUDGET	PCT USED
TOTAL LIBRARY BOOK SALE REVOLV	10,497	24,838.57	35,335.47	31,149.98	3,230.59	954.90	97.3%
TOTAL LIBRARY BOOK SALE REVOLV	10,497	24,838.57	35,335.47	31,149.98	3,230.59	954.90	97.3%
TOTAL EXPENSES	10,497	24,838.57	35,335.47	31,149.98	3,230.59	954.90	

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lkoske

CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

PG  
glytdb

FOR 2008.13

**COPY**

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	10,497	24,838.57	35,335.47	31,149.98	3,230.59	954.90	97.34

\*\* END OF REPORT - Generated by Linda Koske \*\*

JOURNAL DETAIL 2008 0 TO 2008 13

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CITY OF CHICOPPEE  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

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glytdm

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Sequence	Field #	Total	Page	Break
Sequence 1	1	Y	Y	
Sequence 2	9	Y	N	
Sequence 3	0	N	N	
Sequence 4	0	N	N	

REPORT OPTIONS

Report title:  
LIBRARY DEPT YEAR-TO-DATE BUDGET REPORT

Year/Period: 2008/13  
Print MTD Version: N  
Incl inception to soy: Y  
Roll projects to object: N  
Carry forward code: 1

Includes accounts exceeding 0% of budget.  
Print totals only: N  
Print full or short description: F  
Print full GL account: N  
Format type: 2  
Double space: N  
Suppress zero bal accts: Y  
Include requisition amount: Y  
Print Revenues-Version headings: N  
Print revenue as credit: Y  
Print revenue budgets as zero: N  
Include Fund Balance: N  
Print Journal detail: Y  
From Yr/Per: 2008/0  
To Yr/Per: 2008/13  
Include budget entries: Y  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1  
Include additional JE comments: N  
Sort/Total Budget Rollup: N  
Print MYs in one year view: N  
Amounts/totals exceed 999 million dollars: N

NO. \_\_\_\_\_

MO-1



CITY OF CHICOPEE  
MASSACHUSETTS

**COPY**

JUNE 17, 2008

SCHOOL DEPARTMENT VOCATIONAL – TECHNICAL CARPENTRY REVOLVING FUND

Recommended by Michael A. Bramante Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Demers for passage. Passed through all stages by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/25/08

Michael A. Bramante Mayor

Returned to City Clerk JUN 23 2008  
Date

Attest [Signature] City Clerk

**COPY**

BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE CITY OF CHICOPEE, THAT  
CHAPTER 44, SECTION 53E ½ ENTITLED "REVOLVING FUNDS" BE AND HEREBY IS  
ACCEPTED FOR THE PURPOSE OF ESTABLISHING A SCHOOL DEPARTMENT VOCATIONAL-  
TECHNICAL CARPENTRY REVOLVING FUND.

SAID AUTHORIZATION SHALL BE FOR THE FISCAL YEAR 2008, IN ACCORDANCE WITH  
THE PROVISIONS OF SAID ENACTMENT AND FURTHER THAT THE PROGRAMS, PURPOSE  
AND FUNDING ARE IDENTIFIED AS FOLLOWS:

**PROGRAM – VOCATIONAL SCHOOL TECHNICAL CARPENTRY PROGRAM.**

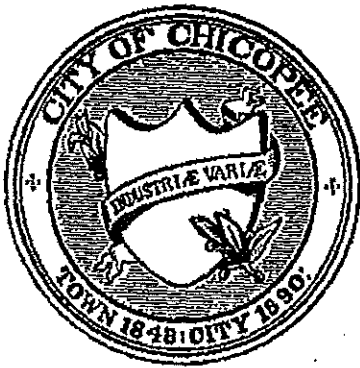
**PURPOSE - TO RECEIVE INCOME FROM THE CONSTRUCTION AND SALE OF BUILDING  
PROJECTS CONDUCTED BY THE VOCATIONAL – TECHNICAL CARPENTRY  
PROGRAM OF THE CITY SCHOOLS.**

**DEPARTMENTAL RECEIPTS – FROM THE SALE OF SAID BUILDING PROJECTS, MONIES  
SUFFICIENT TO CONTINUE THE CARPENTRY PROGRAM AND EXPENSES  
INCURRED IN FURTHER BUILDING PROJECTS ARE RECOMMENDED BY THE  
SUPERINTENDENT OF SCHOOLS, AND SHALL BE CREDITED TO THE  
"CHICOPEE VOCATIONAL SCHOOL – TECHNICAL CARPENTRY REVOLVING  
FUND.**

**EXPENDITURES – THE SUPERINTENDENT OF SCHOOLS, OR THE ASSISTANT  
SUPERINTENDENT SHALL BE AUTHORIZED TO EXPEND DIRECTLY FROM  
THE REVOLVING FUND.**

**LIMIT ON EXPENDITURE – ALL FUNDS RECEIVED MAY BE EXPENDED FROM THE  
PROGRAM DURING THE YEAR OF OPERATION.**

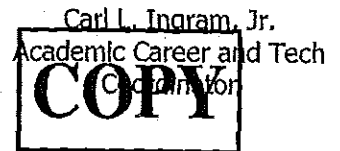
**ALL PROVISIONS OF CHAPTER 44, SECTION 53E ½ SHALL BE APPLICABLE TO THIS  
ORDINANCE.**



City of Chicopee  
CAREER and TECHNICAL EDUCATION  
Chicopee Public Schools  
617 Montgomery St., Chicopee, MA 01020


**KENNETH R. WIDELO, Director**

PHONE: 413-594-3555 FAX: 413-594-3402  
EMAIL: kwidelo@chicopee.mec.edu



Maryellen K. Channing  
Community-Student  
Workforce Developer

TO: Sharyn Riley  
Auditing Department

FROM:   
Kenneth R. Widelo  
Director of Career and Technical Education

DATE: May 15, 2008

SUBJECT: Vocational Carpentry Rotating Account – 29623106-549500

I am requesting the vocational carpentry revolving account be continued for the next school year. This account will be a self-perpetuating account for the purpose of purchasing land, materials, and supplies for the house-building project for the school year 2008/2009.

If you have any questions, please call my office.

KRW/nmw

RECEIVED  
2008 MAY 19 A 1:32  
CITY AUDITOR  
CITY OF CHICOPEE



NO. \_\_\_\_\_

MO-21



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 42

JUNE 17, 2008

BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:

TO BE OPERATIVE JULY, 1, 2008

## ALDERMAN SALARIES

ADMINISTRATIVE ASSISTANT

\$ 36,550.11

PART TIME CLERK

14,512.15

Recommended by \_\_\_\_\_

Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Belair for a 1st reading and referred to the Ordinance Committee. Motion passed.

Presented to the Mayor for approval \_\_\_\_\_

Date \_\_\_\_\_

Approved \_\_\_\_\_

Mayor

Returned to City Clerk \_\_\_\_\_

Date \_\_\_\_\_

Attest \_\_\_\_\_

NON-UNION EMPLOYEES					
3% INCREASE FOR FY 2009					
				FY 2009 NEW AMT.	
<b>ALDERMEN</b>					
11120001	512010	ADMIN. ASST.	1	36,550.11	
	515100	PT CLERK	1	14,512.15	
<b>MAYOR</b>					
11210001	512010	ADMIN. ASST.	1	27,295.38	
	512011	CHIEF OF STAFF	1	45,922.95	
	514030	STAFF ASST.	1	39,033.67	
	514260	SPECIAL PROJ. MANAGER	1	32,781.81	
<b>AUDITING</b>					
11350001	514040	SR. ACCOUNTANT	1	52,844.97	
<b>TREASURERS</b>					
11450001	514020	ASST. TREASURER	1	49,526.14	
<b>AW</b>					
11510001	512060	ALDERMANIC LEGAL COUNCIL	1	34,104.87	
	514010	CITY SOLICITOR	1	45,921.46	
	514020	ASSISTANT CITY SOLICITOR	1	50,521.77	
	514030	ASSOC. SOLICITOR (2)	2	34,104.87	EACH
	514040	CHIEF OF LITIGATION	1	41,063.83	
	514070	LEGAL STENOGRAPHER	1	34,677.56	
<b>HUMAN RESOURCES</b>					
11520001	512010	ADMIN. ASST.	1 AT	34,935.53	LISA
			1 AT	30,620.52	JOANNE
<b>EMERGENCY MANAGEMENT</b>					
12910001	514010	DIRECTOR	1	41,535.78	
<b>COUNCIL ON AGING</b>					
15510001	514025	WELLNESS HEALTH NURSE		10,794.96	
	514130	PROGRAM COORD.		24,609.64	
(one is union)	514140	SUB TRANS. COORD.		1,030.40	at 11.199./hr 4 hrs/day for 23 d
	514430	PROGRAM ASST.		6,121.70	
	515050	PT OFFICE RECEPTIONIST		1,977.60	
		TOTAL		44,534.30	

MO-21

NO. \_\_\_\_\_



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2008 JUN 13 A 9:42

JUNE 17, 2008

BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:

TO BE OPERATIVE JULY, 1, 2008

## MAYORS SALARIES

ADMINISTRATIVE ASSISTANT  
CHIEF OF STAFF  
STAFF ASSISTANT  
SPECIAL PROJECTS MANAGER

\$ 27,295.38  
45,922.95  
39,033.67  
32,781.81

Recommended by Michael Bessone Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Swider for a 1st reading and referred to the Ordinance Committee. Motion passed.

Presented to the Mayor for approval \_\_\_\_\_ Date \_\_\_\_\_

Mayor

Approved \_\_\_\_\_

Returned to City Clerk \_\_\_\_\_ Date \_\_\_\_\_

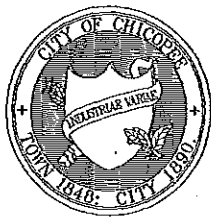
Attest \_\_\_\_\_

**NON-UNION EMPLOYEES  
3% INCREASE FOR FY 2009**

				<b>FY 2009 NEW AMT.</b>	
<b>ALDERMEN</b>					
11120001	512010	ADMIN. ASST.	1	36,550.11	
	515100	PT CLERK	1	14,512.15	
<b>MAYOR</b>					
11210001	512010	ADMIN. ASST.	1	27,295.38	
	512011	CHIEF OF STAFF	1	45,922.95	
	514030	STAFF ASST.	1	39,033.67	
	514260	SPECIAL PROJ. MANAGER	1	32,781.81	
<b>AUDITING</b>					
11350001	514040	SR. ACCOUNTANT	1	52,844.97	
<b>TREASURERS</b>					
11450001	514020	ASST. TREASURER	1	49,526.14	
<b>AW</b>					
11510001	512060	ALDERMANIC LEGAL COUNCIL	1	34,104.87	
	514010	CITY SOLICITOR	1	45,921.46	
	514020	ASSISTANT CITY SOLICITOR	1	50,521.77	
	514030	ASSOC. SOLICITOR (2)	2	34,104.87	EACH
	514040	CHIEF OF LITIGATION	1	41,063.83	
	514070	LEGAL STENOGRAPHER	1	34,677.56	
<b>HUMAN RESOURCES</b>					
11520001	512010	ADMIN. ASST.	1 AT	34,935.53	LISA
			1 AT	30,620.52	JOANNE
<b>EMERGENCY MANAGEMENT</b>					
12910001	514010	DIRECTOR	1	41,535.78	
<b>COUNCIL ON AGING</b>					
15510001	514025	WELLNESS HEALTH NURSE		10,794.96	
	514130	PROGRAM COORD.		24,609.64	
(one is union)	514140	SUB TRANS. COORD.		1,030.40	at 11.199./hr 4 hrs/day for 23 da
	514430	PROGRAM ASST.		6,121.70	
	515050	PT OFFICE RECEPTIONIST		1,977.60	
		<b>TOTAL</b>		<b>44,534.30</b>	

MO-2

No. \_\_\_\_\_



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 42

JUNE 17, 2008

BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:

TO BE OPERATIVE JULY, 1, 2008

## AUDITING SALARIES

SR. ACCOUNTANT

\$52,844.97

Recommended by  Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Krampits for a 1st reading and referred to the Ordinance Committee. Motion passed.

Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_ Attest \_\_\_\_\_  
Date \_\_\_\_\_

NON-UNION EMPLOYEES					
3% INCREASE FOR FY 2009					
				FY 2009 NEW AMT.	
<b>ALDERMEN</b>					
11120001	512010	ADMIN. ASST.	1	36,550.11	
	515100	PT CLERK	1	14,512.15	
<b>MAYOR</b>					
11210001	512010	ADMIN. ASST.	1	27,295.38	
	512011	CHIEF OF STAFF	1	45,922.95	
	514030	STAFF ASST.	1	39,033.67	
	514260	SPECIAL PROJ. MANAGER	1	32,781.81	
<b>AUDITING</b>					
11350001	514040	SR. ACCOUNTANT	1	52,844.97	
<b>TREASURERS</b>					
11450001	514020	ASST. TREASURER	1	49,526.14	
<b>AW</b>					
11510001	512060	ALDERMANIC LEGAL COUNCIL	1	34,104.87	
	514010	CITY SOLICITOR	1	45,921.46	
	514020	ASSISTANT CITY SOLICITOR	1	50,521.77	
	514030	ASSOC. SOLICITOR (2)	2	34,104.87	EACH
	514040	CHIEF OF LITIGATION	1	41,063.83	
	514070	LEGAL STENOGRAPHER	1	34,677.56	
<b>HUMAN RESOURCES</b>					
11520001	512010	ADMIN. ASST.	1 AT	34,935.53	LISA
			1 AT	30,620.52	JOANNE
<b>EMERGENCY MANAGEMENT</b>					
12910001	514010	DIRECTOR	1	41,535.78	
<b>COUNCIL ON AGING</b>					
15510001	514025	WELLNESS HEALTH NURSE		10,794.96	
	514130	PROGRAM COORD.		24,609.64	
(one is union)	514140	SUB TRANS. COORD.		10,030.40	at 11.199./hr 4 hrs/day for 23 da
	514430	PROGRAM ASST.		6,121.70	
	515050	PT OFFICE RECEPTIONIST		1,977.60	
		TOTAL		44,534.30	



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2008 JUN 13 A 9 42

JUNE 17, 2008

BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:

TO BE OPERATIVE JULY, 1, 2008

TREASURERS SALARIES  
ASST. TREASURER

\$49,526.14

Recommended by Michael Brumette Mayor

Introduced by Aldermen

Aldermanic Action:

6/17/08: Motion made by Aldermen Brooks for a 1st reading and referred to the Ordinance Committee. Motion passed.

Presented to the Mayor for approval \_\_\_\_\_ Date \_\_\_\_\_

Approved \_\_\_\_\_

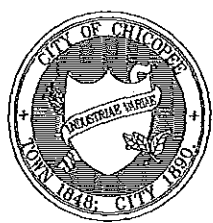
Attest \_\_\_\_\_

Returned to City Clerk \_\_\_\_\_ Date \_\_\_\_\_

NON-UNION EMPLOYEES					
3% INCREASE FOR FY 2009					
				FY 2009 NEW AMT.	
<b>ALDERMEN</b>					
11120001	512010	ADMIN. ASST.	1	36,550.11	
	515100	PT CLERK	1	14,512.15	
<b>MAYOR</b>					
11210001	512010	ADMIN. ASST.	1	27,295.38	
	512011	CHIEF OF STAFF	1	45,922.95	
	514030	STAFF ASST.	1	39,033.67	
	514260	SPECIAL PROJ. MANAGER	1	32,781.81	
<b>AUDITING</b>					
11350001	514040	SR. ACCOUNTANT	1	52,844.97	
<b>TREASURERS</b>					
11450001	514020	ASST. TREASURER	1	49,526.14	
<b>AW</b>					
11510001	512060	ALDERMANIC LEGAL COUNCIL	1	34,104.87	
	514010	CITY SOLICITOR	1	45,921.46	
	514020	ASSISTANT CITY SOLICITOR	1	50,521.77	
	514030	ASSOC. SOLICITOR (2)	2	34,104.87	EACH
	514040	CHIEF OF LITIGATION	1	41,063.83	
	514070	LEGAL STENOGRAPHER	1	34,677.56	
<b>HUMAN RESOURCES</b>					
11520001	512010	ADMIN. ASST.	1 AT	34,935.53	LISA
			1 AT	30,620.52	JOANNE
<b>EMERGENCY MANAGEMENT</b>					
12910001	514010	DIRECTOR	1	41,535.78	
<b>COUNCIL ON AGING</b>					
15510001	514025	WELLNESS HEALTH NURSE		10,794.96	
	514130	PROGRAM COORD.		24,609.64	
(one is union)	514140	SUB TRANS. COORD.		1,030.40	at 11.199./hr 4 hrs/day for 23 da
	514430	PROGRAM ASST.		6,121.70	
	515050	PT OFFICE RECEPTIONIST		1,977.60	
		TOTAL		44,534.30	



NO. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 42

**JUNE 17, 2008**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:**

**TO BE OPERATIVE JULY, 1, 2008**

**HUMAN RESOURCES SALARIES**

<b>ADMINISTRATIVE ASSISTANT (1)</b>	<b>\$ 34,935.53</b>
<b>ADMINISTRATIVE ASSISTANT (1)</b>	<b>30,620.52</b>

Recommended by Michael N. Brunetti Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Brunetti for a 1st reading and referred to the Ordinance Committee. Motion passed.

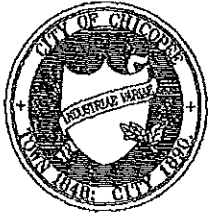
Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_ Date \_\_\_\_\_  
Attest \_\_\_\_\_

NON-UNION EMPLOYEES					
3% INCREASE FOR FY 2009					
				FY 2009 NEW AMT.	
<b>ALDERMEN</b>					
11120001	512010	ADMIN. ASST.	1	36,550.11	
	515100	PT CLERK	1	14,512.15	
<b>MAYOR</b>					
11210001	512010	ADMIN. ASST.	1	27,295.38	
	512011	CHIEF OF STAFF	1	45,922.95	
	514030	STAFF ASST.	1	39,033.67	
	514260	SPECIAL PROJ. MANAGER	1	32,781.81	
<b>AUDITING</b>					
11350001	514040	SR. ACCOUNTANT	1	52,844.97	
<b>TREASURERS</b>					
11450001	514020	ASST. TREASURER	1	49,526.14	
<b>W</b>					
11510001	512060	ALDERMANIC LEGAL COUNCIL	1	34,104.87	
	514010	CITY SOLICITOR	1	45,921.46	
	514020	ASSISTANT CITY SOLICITOR	1	50,521.77	
	514030	ASSOC. SOLICITOR (2)	2	34,104.87	EACH
	514040	CHIEF OF LITIGATION	1	41,063.83	
	514070	LEGAL STENOGRAPHER	1	34,677.56	
<b>HUMAN RESOURCES</b>					
11520001	512010	ADMIN. ASST.	1 AT	34,935.53	LISA
			1 AT	30,620.52	JOANNE
<b>EMERGENCY MANAGEMENT</b>					
12910001	514010	DIRECTOR	1	41,535.78	
<b>COUNCIL ON AGING</b>					
15510001	514025	WELLNESS HEALTH NURSE		10,794.96	
	514130	PROGRAM COORD.		24,609.64	
(one is union)	514140	SUB TRANS. COORD.		1,030.40	at 11.199./hr 4 hrs/day for 23 da
	514430	PROGRAM ASST.		6,121.70	
	515050	PT OFFICE RECEPTIONIST		1,977.60	
		TOTAL		44,534.30	

No. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 42

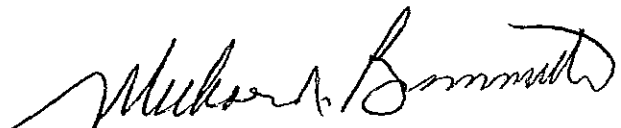
**JUNE 17, 2008**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:**

**TO BE OPERATIVE JULY, 1, 2008**

**COUNCIL ON AGING SALARIES**

<b>WELLNESS HEALTH NURSE</b>	<b>\$10,794.96</b>
<b>PROGRAM COORDINATOR</b>	<b>24,609.64</b>
<b>SUB. TRANSPORTATION COORDINATOR (11.199/HR 4 HRS/DAY)</b>	<b>1,030.40</b>
<b>PROGRAM ASSISTANT</b>	<b>6,121.70</b>
<b>PT OFFICE RECEPTIONIST</b>	<b>1,977.60</b>

Recommended by  Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Croteau for a 1st reading and referred to the Ordinance Committee. Motion passed.

Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

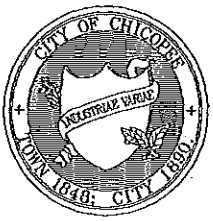
Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_ Attest \_\_\_\_\_

NON-UNION EMPLOYEES					
3% INCREASE FOR FY 2009					
				FY 2009 NEW AMT.	
<b>ALDERMEN</b>					
11120001	512010	ADMIN. ASST.	1	36,550.11	
	515100	PT CLERK	1	14,512.15	
<b>MAYOR</b>					
11210001	512010	ADMIN. ASST.	1	27,295.38	
	512011	CHIEF OF STAFF	1	45,922.95	
	514030	STAFF ASST.	1	39,033.67	
	514260	SPECIAL PROJ. MANAGER	1	32,781.81	
<b>AUDITING</b>					
11350001	514040	SR. ACCOUNTANT	1	52,844.97	
<b>TREASURERS</b>					
11450001	514020	ASST. TREASURER	1	49,526.14	
<b>W</b>					
11510001	512060	ALDERMANIC LEGAL COUNCIL	1	34,104.87	
	514010	CITY SOLICITOR	1	45,921.46	
	514020	ASSISTANT CITY SOLICITOR	1	50,521.77	
	514030	ASSOC. SOLICITOR (2)	2	34,104.87	EACH
	514040	CHIEF OF LITIGATION	1	41,063.83	
	514070	LEGAL STENOGRAPHER	1	34,677.56	
<b>HUMAN RESOURCES</b>					
11520001	512010	ADMIN. ASST.	1 AT	34,935.53	LISA
			1 AT	30,620.52	JOANNE
<b>EMERGENCY MANAGEMENT</b>					
12910001	514010	DIRECTOR	1	41,535.78	
<b>COUNCIL ON AGING</b>					
15510001	514025	WELLNESS HEALTH NURSE		10,794.96	
	514130	PROGRAM COORD.		24,609.64	
(one is union)	514140	SUB TRANS. COORD.		1,030.40	at 11.199./hr 4 hrs/day for 23 da
	514430	PROGRAM ASST.		6,121.70	
	515050	PT OFFICE RECEPTIONIST		1,977.60	
		TOTAL		44,534.30	

MO-2

NO. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 42

**JUNE 17, 2008**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:**

**TO BE OPERATIVE JULY, 1, 2008**

**COLLECTORS SALARIES**

**COLLECTOR** **\$ 75,000.00**

Recommended by *Michael J. Brown* Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen Zygarowski to receive and defeat.  
Motion passed, Order defeated.

DEFEATED

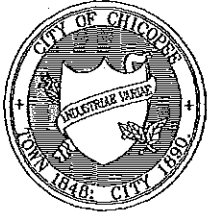
Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_ Date \_\_\_\_\_  
Attest \_\_\_\_\_

MO-1

NO. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9 12

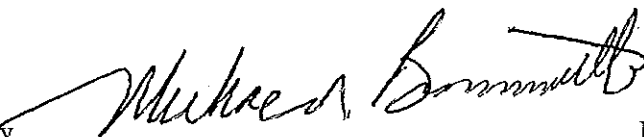
**JUNE 17, 2008**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN THAT CHAPTER 7 OF THE CODE OF THE CITY OF CHICOPEE FOR THE YEAR 1991, AS AMENDED BE AND HEREBY IS FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:**

**TO BE OPERATIVE JULY, 1, 2008**

**ASSESSORS SALARIES**

**ASSESSOR (3) \$ 65,000.00**

Recommended by  Mayor

Introduced by Aldermen \_\_\_\_\_

Aldermanic Action: 6/17/08: Motion made by Aldermen McLellan for a 1st reading and referred to the Ordinance Committee. Motion amended by Aldermen Tillotson that Mayor's Order be rec'd and defeated. Second motion passed, Order defeated. Defeated

Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_  
Date \_\_\_\_\_ Attest \_\_\_\_\_

NO. \_\_\_\_\_

MD-21



# CITY OF CHICOPEE MASSACHUSETTS

JUNE 17, 2008

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2008 JUN 13 A 9:12

ORDERED THAT THE SUM OF THIRTY NINE THOUSAND FOUR HUNDRED AND 00/100 DOLLARS (\$39,400.00) BE AND HEREBY IS APROPRIATED TO THE FOLLOWING NAMED ACCOUNT:

CITY HALL MAINTENANCE EXPENSE ACCOUNT FOR LIGHT & POWER  
(ACCT # 14130002-521001)

SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE UNDESIGNATED FUND BALANCE "FREE CASH" ACCOUNT.

Recommended by Michael Bessone Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Moreau to receive and pass. Motion passed by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008  
Date

Approved 6/23/08 Mayor

Returned to City Clerk JUN 23 2008  
Date Attest City Clerk



# City of Chicopee

## CITY MESSENGER'S OFFICE

City Hall - Market Square - Chicopee, MA 01013 - Telephone (413) 594-1533

Earl R. Desrochers  
City Messenger

June 11, 2008

Michael D. Bissonnette, Mayor  
Chicopee City Hall  
17 Springfield St.  
Chicopee, MA 01013

Dear Mayor Bissonnette:

I respectfully request an appropriation in the amount of \$39,400.00 for the following City Hall Maintenance line item:

#14130002-521001 - Light & Power - \$39,400.00

This amount is to cover the cost of electricity for the Safety Complex (24 hours), City Hall and the old Library for the rest of the fiscal year (2 months billing).

Thank you for your consideration, in this matter. If you have any questions, please contact me.

Sincerely,

*Earl R. Desrochers*  
Earl R. Desrochers  
City Messenger

CC: Sharyn Riley  
City Auditor

ERD/fr

RECEIVED  
2008 JUN 11 P 12:28  
CITY AUDITOR  
CITY OF CHICOPEE





**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2008 JUN 13 A 9 421

**JUNE 17, 2008**

**ORDERED THAT THE SUM OF SIXTY THOUSAND AND 00/100 DOLLARS (\$60,000.00) BE  
AND HEREBY IS APPROPRIATED TO THE FOLLOWING NAMED ACCOUNT:**

**D.P.W. ADMIN. SPECIAL ACCOUNT FOR CITY-WIDE GAS & OIL  
(ACCT # 14210004-521105)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE UNDESIGNATED FUND  
BALANCE "FREE CASH" ACCOUNT.**

Recommended by *Nicholas Bernier* Mayor

Introduced by Aldermen

Aldermanic Action: 6/17/08: Motion made by Aldermen Tillotson to receive and pass. Motion  
passed by a unanimous roll call vote.

Presented to the Mayor for approval JUN 20 2008 Date

Approved *L/23/08*

Returned to City Clerk JUN 23 2008 Date

Attest *[Signature]* M:



# CITY OF CHICOPEE

## DEPARTMENT OF PUBLIC WORKS

Stanley W. Kulig, P.E.  
Superintendent

### MEMO

TO: Mayor Michael D. Bissonnette

FROM: Stanley W. Kulig

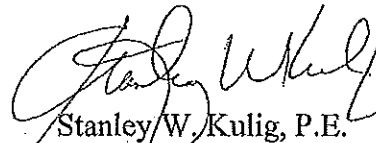
DATE: June 9, 2008

RE: **GAS AND OIL DEFICIT**

The City-wide Gas & Oil account (14210004-521105) will be in a deficit by the end of this fiscal year due to the rise in fuel prices.

I respectfully request that \$60,000 be appropriated to the account to allow for the payment of June fuel invoices.

Thank you for your consideration of this request.



Stanley W. Kulig, P.E.  
D.P.W. Superintendent

Cc: Board of Aldermen  
Sharyn Riley, City Auditor